St. Brides Major Community Council

Minutes of meeting held on Monday 14th September 2026 at

All Saints Church, Southerndown

Present: Cllrs Bertorelli, Eccles, Francis-Oakley, Howell, James, Lewis, Morgan (Chair), VoGC Cllrs J. Protheroe, C. Stallard, SWP J. Williamson, Clerk S. Harris.

1. Apologies for Absence

Apologies for absence were received from Cllrs Morris, Parry, and Stephens.

2. Welcome

The Chair welcomed Mr Stephen Harris, the newly appointed joint Clerk and Responsible Financial Officer for both St. Brides Major and Ewenny Community Councils. The Chair also welcomed Cllr Bertorelli to her first Council meeting.

3. Declarations of Interest

No declarations of interest were raised throughout the meeting.

4. Police Matters

9 crimes during July: 5 x OBS – 1 x indecent exposure on beach (not of a serious nature); 1 x domestic common assault (member of public intervened in an argument on the beach); 2 x stalking incidents (not of a serious nature); 1 x public order offence. 2 x SBM – thefts from the shop. 2 x Southerndown – 1 x theft of bag on beach; 1 x indecent exposure on beach (not of a serious nature).
Anti-social behaviour x 1 – Speeding on main road in OBS.
Road traffic collision x 1 - Service bus collided with trailer on road between OBS to Ewenny (one minor injury).

10 crimes during August/Early September: 5 x OBS – 1 x theft from vehicle on beach including threatening behaviour with an imitation firearm; 1 x public order offence near Portobello House; 1 x drug seizure linked to robbery reported above; 1 x dog dangerously out of control near golf course (no injuries); 1 x criminal damage to a motor vehicle. 4 x SBM – 1 x follow-up of UK Border Force referral; 1 x theft from shop; 1 x minor stalking incident; 1 x criminal damage
Anti-Social behaviour x 1- Cars gathering in car park and causing nuisance.
Road traffic collisions x 3 – Minor with no injuries.

Concerns were raised that the number of accidents reported by JW does not capture the full picture as Cllrs are aware of other accidents that have not been reported. JW explained that not all accidents are reportable, but he agreed to ask an analyst in SWP to prepare a report capturing details of all accidents with a particular emphasis on St. Brides to Wick, Portobello bend to Ogmore Village, and the bend in Southerndown at the Three Golden Cups public house.

5. Minutes of Previous Meeting: 13th July 2026

Accepted as a true record. To be placed on noticeboard and on website.

6. Matters Arising

6.1 **Action Log** - The action log was reviewed and is summarised below where matters were not already on the agenda: -

- Dog waste bin on Lon yr Eglwys has been reinstated.
- Sink hole in Heol y Mynydd – Cllr Stallard confirmed that VoGC Officers continue to look into this matter and that an update was recently circulated by email. Cllrs raised concerns that the sinkhole is getting worse and that residents are worried. Cllr Stallard to liaise with VoGC Officers to relay continuing concerns and to ask for an update on what action will be taken to remedy the situation.
- Bus Shelters – No further progress since the previous council meeting in relation to bus shelter maintenance. Correspondence has been received asking why benches have been removed from bus shelters. Cllr Morgan confirmed that bus shelters have never had benches.
- Defibrillators – One has been installed at Seaview Drive. A request has been made for a defibrillator at the Village Hall, but this will be deferred until the next community council meeting.
- Potholes in Lon yr Eglwys – Cllr Morgan noted that some work has been undertaken but more is required.
- Google site to be amended with correct SBMCC address – This is proving to be challenging. Cllr Oakley-Francis suggested that it may be easier to create a new site, and this was agreed.

6.2 **Application to join Community Council (Mrs J. Andrews)** – This application had been previously circulated and Cllrs agreed unanimously that the Clerk should write to Mrs Andrews confirming her co-option as a Cllr for the St Brides Major Ward.

7. Correspondence

7.1 **Vale Councillors' report:** -

- Bus routes B1, B2 and B3 to be reinstated. No direct benefit for SBM area but will have a positive impact for Corntown. A discussion ensued regarding the potential for reinstating the bus stop in SBM that was terminated several years ago largely due to safety concerns related to buses turning. It was requested that this be looked at again.
- Transport for Wales currently reviewing routes on a regional basis but this will not happen until 2029/30 for our region.
- Numerous anti-social behaviour and drugs related issues at Dunraven car park, which is private and not owned by VoGC. VoGC has written to Dunraven asking them to address these issues and discussions are ongoing. Residents should be encouraged to report incidents, and it was also agreed that the Clerk should write to Mary Sibley at Cooke and Arkwright (copied to Deborah Gibbs, Community Safety Officer at VoGC) expressing concerns with the number of anti-social behaviour incidents and drug related issues at the car park.
- A list of approved licensed dog borders and breeders has been prepared, and this will be publicly available by the end of the month.

7.2 **Correspondence received** - This is listed below along with details of items discussed during the meeting: -

- Appointment of Clerk/RFO Mr S Harris - Multiple communications with Ewenny Community Council leading to the appointment of new Clerk/RFO. Clerk/RFO to be shared between the two community councils until the formation of the new Ewenny and St Brides Community Council (May 2027) whereby Mr Harris will then be the Clerk/RFO to the newly formed Community Council. SBMCC lead employer. Mr Harris commenced role on 1st September 2026.
- Audit - Email correspondence with Internal Auditor advising of updates to processes.
- Bathing Waters: -
  - Upcoming water quality testing at Ogmore-by-Sea and Watch House Bay using drones (in August and September) – enhanced testing with over 240 samples.
  - Email response from RNLI in response to CC email re: alleged sewage dump - offer to meet with the Community Council to advise of their instructions to lifeguards given water quality.
- Burials, benches, and plaques: -
  - Interment of Mr A Ward.
  - Burial Ground – Requests for burial of family members not resident in the ward by residents of the ward. Burial ground regulations updated for clarity and to be placed on website.
  - Request for burial plot – I&K J-S.
  - Request for memorial bench and plaque at Ogmore by Sea for mother – LR.
  - Request for memorial bench and plaque at Ogmore by Sea – EA-H.
  - Request for a memorial plaque/bench in Southerndown in memory of, Joan, nee Elliott who lived in The Vines whilst her father, Reg Elliott was the Policeman – PC.
- Consultations - Consultation on the Draft Annual Self-Assessment Report 2025/26 by September 18th.
- General: -
  - Quarry blasting – Multiple communications with Steffan Lewis {Tarmac), residents and local organisations. Going forward only organisations will be notified of blasts, not individual residents. Concerns raised over sharing of personal emails by Tarmac without clear consent.
  - Email from WAST to request our defibrillators are registered on the Circuit to the current SBMCC email. Actioned.
  - Fly tipping on St Brides Common – Resident information. Actioned.
  - Book exchange in bus stop by the Spar – request. Agreement from Cllrs via email.
  - Notification of registered office address change for Clear Insurance.
  - Coland Computing – Email correspondence re: cessation of old Google page.
  - Donation requests for Street BBQ in memory of recently deceased St Brides resident/family.
  - Email (copied in) from resident to OBSVH regarding noise from Village Hall.
  - Email from Richard Gower re: workplace pensions – action required.
  - Email from resident requesting mower to be provided so that he may tidy up verges in Heol St Bridget – refused on insurance grounds.
  - Email from resident regarding the state of Pitcot Pool – requesting action. Response and information sent.
- Invitations: -
  - Invitation and Agenda to the Vale of Glamorgan Council Monitoring Officer and TCC meeting 3rd September (Clerk to attend).

- Invitation to Community Liaison Committee - TCC Engagement Workshop October 6th to review ways of working between Town and Community Councils and VoGC (Chair to attend).
- OVW Innovative Practice Conference – Wednesday 30 September 2026, Builth Wells.

- One Voice Wales: -
  - Training Dates for Clerk and Councillors – August to December.
  - Draft minutes for OVW Bridgend, Cardiff and the Vale Area Committee meeting - 20 July 2026.
  - Practice Development Note – The role of the Chair.
  - NALC Annual Pay Settlement 2026/27.
- Planning: -
  - 2026/00457/FUL The Old Post Office, Ewenny Road, St Brides Major – Delay requested post final date.
  - 2026/00529/FUL 23 West Farm Road - Delay requested.
  - 2026/00250/FUL 26 Marine Drive, Ogmore By Sea – Approved.
  - 2026/00421/FUL 20, Craig Yr Eos Avenue, Ogmore By Sea – Approved.
- Updates from VoGC meeting with local councils - Follow-Up information following the 2nd July '26 Community Liaison Committee Meeting – This included a request for 3 year highway plan to be made available online.
- VoGC: -
  - Emails (copied in) regarding campfires on the Common (Ogmore Down).
  - Emails (copied in) report of overnight campers in Rivermouth carpark.
  - Sink hole in Heol y Mynydd – Repair outstanding.
  - Email from Kyle VoGC - Officers to work in pairs due to heightened abuse in Rivermouth carpark.
  - Potholes in St Brides – Repair outstanding.
  - Email (copied in) re Glyphosate spray near school children – no response.
  - Overgrown vegetation and reduced road width on Sutton Road, Ogmore-by-Sea – To be cleared end August / early September.
  - Email from resident walking group re: seating removed from OBS bus stops - Raised with Vale Cllrs. Requesting seats.
- Website - Email correspondence with Vision ICT re: SSL certificate – additional payment made.

<u>Matters Discussed During Meeting</u>

- Email response from RNLI in response to CC email re: alleged sewage dump - offer to meet with the Community Council to advise of their instructions to lifeguards given water quality – **Agreed that RNLI should be invited to the Community Council meeting in either October or November. Clerk to make contact and offer a 10-minute slot. Also agreed that the Clerk should write to Welsh Water asking for details of dates and times of discharges from the Pen-y-Bont Wastewater Treatment Works into the river Ogmore.**
- Quarry blasting – Multiple communications with Steffan Lewis {Tarmac), residents and local organisations. Going forward only organisations will be notified of blasts, not individual residents. Concerns raised over sharing of personal emails by Tarmac without clear consent. – **Agreed that Cllr Stallard should contact Tarmac reaffirming Community Council's view that residents should be notified by email. Tarmac did not use "blind copy" function on previous email, but this is not an adequate excuse to not use emails moving forward.**

8. Planning

8.1 **Applications Received: -**

- 2026/00457/FUL The Old Post Office, Ewenny Road, St Brides Major – Delay requested post final date – Cllr Stallard confirmed that the deadline for comments has been extended to 24th September 2026. Following discussion, it was agreed that the Clerk should respond confirming that the Community Council supports the principle of bringing this vacant site back into use but does have concerns including the following: -

  - The proposal represents over-development.
  - The impact on parking and highway safety.
  - The Wych Elm tree is in good condition and should not be removed. Furthermore, any existing trees that are removed should be replaced.
  - The existing right of way should be maintained.

- 2026/00529/FUL 23 West Farm Road – Cllr Parry has requested a delay but no comments to make.

8.2 **Applications Determined: -**

- 2026/00250/FUL 26 Marine Drive, Ogmore By Sea – Approved.
- 2026/00421/FUL 20, Craig Yr Eos Avenue, Ogmore By Sea – Approved.

9. Finance

9.1 **Financial Report** – Cllr Lewis updated Cllrs on the appointment of the new Clerk & Responsible Financial Officer and confirmed that the appointment has been made at National Association of Local Councils (NALC) SCP 28 which equates to £20.96 per hour. The contractual hours for the role are 20 hours per week for the first 12 months, and this will then reduce to 14 hours per week from September 2027. SBM Community Council employs the Clerk, but the cost will be shared equally with Ewenny Community Council until the merger in May 2027. Cllrs noted and unanimously agreed the pay for the Clerk.

Cllr Lewis presented the financial report as shown below: -

Financial Report - 28th August 2026

OPENING BALANCE (12th August 2026)		**£16,245.70**
INCOME		
Precept	Vale of Glamorgan	£12,000.00
TOTAL BALANCE		**£28,245.70**
EXPENDITURE		
Payroll	DWA	£12.00
Glamorgan Heritage	Meeting Room hire	£30.00
Vision ICT	Domain Payment	£78.00
Defib4Life	Defib +Cabinet	£1,596.00
Glamorgan Heritage	3 hrs 4th August	£45.00
Total Expenditure		**£1,761.00**
CURRENT ACCOUNT (28th August 2026)		**£26,484.70**
BUSINESS SAVINGS ACCOUNT (28th August 2026)		**£18,647.76**
TOTAL FUNDS		**£45,132.46**

A bank reconciliation prepared by Cllr Lewis covering the period 1st April 2026 to 28th August 2026 was reviewed and approved.

9.2 **Audit Update** – Cllr Lewis confirmed that all information requested in relation to the 2025/26 external audit has now been submitted to Audit Wales and that we will receive a response in due course. It was noted that for the 2026/27 financial year, the Community Council will be subject to a full audit by Audit Wales.

9.3 **Budget Review** – Cllr Lewis presented an updated financial forecast for the remainder of the financial year and explained that this now includes the Community Council's share of the costs arising from the appointment of the new Clerk/RFO. He also explained that the forecast includes two significant sums in relation to the bells at St. Bridget's Church and the pathway at St. Brides School. The donation to St. Bridget's Church was previously agreed at £2,340 which was net of VAT. Cllr Lewis asked Cllrs if they wished to make a further contribution to cover the VAT at an additional cost of £468. This was unanimously agreed. Cllr Lewis confirmed that an underspend of circa £7k is forecast for the financial year.

9.4 **Approval of Payments** – The following payments were approved (along with the additional £468 contribution to St. Bridget's Church and a payment of £200 for Internal Audit that has yet to be invoiced): -

St Brides Major Community Council
September 2026

Request for Payments

Payee		Description	Amount
Scribe	DD	Accounts and Cemetery	£61.20
DWA		Payroll HMRC entry	£12.00
DWA		Redeclaration of Pension Compliance	£118.80
Heritage Coast Ministry		Church Lighting	£151.36
Yu energy	DD	Ogmore	£0.00
Yu energy	DD	St Brides Major	£0.00
Welsh Water		Burial Ground water	£21.59
St Bridgets Church		Donation for surveyors report	£2,340.00
D Chedzoy		Ogmore by Sea – Clearing brambles Brig y Don to Cattle grid	£750.00
D Chedzoy		St Brides Major – Pitcot to pond	£180.00
D Chedzoy		Burial Ground	£1,020.00
Total Requests for payment			**£4,654.95**

9.5 **Finance Working Group** - No meetings have taken place recently. It was noted that there will be a requirement for a Joint Finance Working Group with Ewenny CC to plan for the merger in May 2027.

10. Minor Authority School Governor St Brides Major Church in Wales update

Update to be provided by Cllr Parry at October Community Council meeting.

11. Western Vale Community Councils and Community Liaison Committee

Cllr Parry attended the last meeting of the Liaison Committee and will provide an update at the October Community Council meeting.

12. Readiness activities to form new Community Council: Ewenny and St Brides Major

Discussion took place regarding the recent communication from VoGC setting out the process for determining the 2027/28 precepts for merging councils. These will be determined by Welsh Government as a transitional arrangement but there is currently no detail relating to how the precepts will be calculated and when Community Councils will be notified of the agreed sums. It was stressed that it is important to commence the budget planning process using a set of assumptions, and the budget will then need to be flexed upwards or downwards once the 2027/28 precept is confirmed.

The Clerk informed Cllrs that he will be setting up a meeting with the Chairs and Vice-Chairs of both Community Councils to discuss the process for planning and delivering the merger.

13. Burial Ground

13.1 **Church clock and bells** – Cllr James to attend a meeting on 17th September 2026 and will report back to the Community Council at its next meeting. Cllr Parry has written to CADW providing details of quotes received.

13.2 **Burial Ground Regulations** – These were circulated to Cllrs prior to the meeting with some minor updates. The updated regulations were approved by Cllrs and will be posted on the website.

13.3 **Request for addition to burial plot – (I&K J-S)** – This has been agreed.

14. Biodiversity & Environment

14.1 **Pitcot pond** – The environmental report previously prepared by EnviroCulture identified some heavy metals in the water. A further survey of samples is now required to determine the actual level of metals in the water and depending on the outcome of this, different regulations may apply in relation to the removal of silt. The Community Council could procure the additional sampling required from EnviroCulture, but Cllrs have expressed concerns about this as the pond is owned by the Duchy of Lancaster. Cllrs agreed that Cllr Eccles should obtain quotes from EnviroCulture for the additional sampling required and these would then be shared with the Duchy and VoGC to identify potential funding.

15. Website

It was noted that the website is now up to date.

16. Reports from Members

16.1 **Ogmore by Sea: -**

- **Map of benches on common** – Cllr Morgan has surveyed the benches with a local resident and seventeen have been identified. Cllr Morgan believes that only 6 or 7 of these are owned by the Community Council and further work will be undertaken to plot the exact locations of the benches. Plaques will be placed on these benches to confirm that the Community Council has provided them. Cllrs noted that expectations need to be managed in relation to other benches as they are not the financial responsibility of the Community Council. The Clerk will also need to ensure that the Community Council's Asset Register correctly reflects ownership. Cllr Stallard will contact Officers at VoGC to establish what ownership details they may have in relation to benches on the common.
- **Seats in bus stops in OBS** – A resident has asked why seats have been removed from bus stops, but it was confirmed that the Community Council has never provided seats.
- **Request for Memorial Bench (EA-H)** – On hold pending review of benches owned by the Council. Plaques will be limited to one per bench moving forward.
- **Request for Memorial Bench (LR)** – As above.
- **Other** – Cllr Bertorelli raised concerns about the level of drug related issues in OBS and these not being accurately reflected in the information recorded by the Police. It was emphasised that residents need to report incidents through the 101 service and another potential route is Crimestoppers. Cllrs agreed that the Clerk should contact South Wales Police asking for details of 101 calls relating to anti-social behaviour in OBS.

16.2 **St. Brides Major: -**

- **Donation request for St. Brides family** – This relates to a street barbeque in Lon Yr Eglwys to raise money for Marie Curie. It was agreed that the Community Council does not provide funding to Charities and therefore the request for funding was not approved.
- **Memorial plaque in Southerndown (PC)** – Noted that this was approved by the Burial Grounds Working Group.
- **AGM Glamorgan Heritage Coast 25th July (Cllr James)** – Cllr James did not attend the meeting. Cllr Stallard confirmed that she attended the first half of the meeting and that the key message was that more volunteers are needed and that the Secretary / Treasurer is unable to commit her time much longer.
- **Other** – Cllr Stephens has received a complaint about noise in the car park of the Fox Public House. It was suggested that this be referred to SWP (J. Williamson). Cllr Stephens has proposed a book exchange in the bus shelter by the shop in SBM. Cllrs confirmed their agreement to this proposal.

17. Questions for the Chair

None.

18. Other Matters

Survey of trees at the burial ground to be undertaken on 16th September 2026.

19. Date of Next Meeting

12th October 2026

Approved and signed as a correct record subject to any corrections made at the meeting held on 12th October 2026.

Vice-Chair