# St. Brides Major Community Council

## Minutes of meeting held on Monday 12th October 2026 at

## All Saints Church, Southerndown

**Present:** Cllrs Andrews, Bertorelli, Eccles, Howell, Lewis, Morgan, Morris, Parry (Chair), VoGC Cllr C. Stallard, VoGC Officer B. Pickup (BP), SWP J. Williamson (JW), Clerk S. Harris

## 1. Apologies for Absence

Apologies for absence were received from Cllrs Francis-Oakley, James and Stephens, along with VoGC Cllr Protheroe.

Cllr Parry welcomed Cllr Andrews to her first Community Council meeting.

Cllr Parry also expressed her condolences to Cllr Stallard on the recent loss of her mother and thanked her for attending the meeting.

## 2. Declarations of Interest

Cllr Eccles wished to note that the list of correspondence includes emails from Police Inspector H. Tyler who is his son-in-law.

## 3. Police Matters

3 crimes since the September Community Council meeting: 2 x OBS – 1 x coercive control and behaviour; 1 x common assault. SBM – 1 x domestic related harassment.

No anti-social behaviour incidents to report for the last month.

Road traffic collision x 1 – Car collided with a parked vehicle in OBS resulting in a minor injury.

In response to the request for information at the September Community Council meeting JW provided details of road traffic accidents for 2024 (6), 2025 (12) and 2026 (14). JW agreed to share a note with the Clerk providing more details that could then be forwarded to Councillors. Cllr Parry noted the upward trend in accidents and Cllr Morris noted concerns with the main road in OBS which had been raised at the Task & Finish Group (Place). JW explained that there are issues with under reporting and that not all incidents are recorded as road traffic accidents. Cllr Morris proposed that she would prepare a specification of data requirements that could be shared with VoGC Highways Officers and SWP to ensure that an accurate picture can be determined. This was agreed by all Cllrs.

## 4. Housing Needs Surveys for the Minor Rural Settlements in the Vale of Glamorgan

BP provided an overview of the Housing Needs Survey and informed Cllrs that the surveys have already been completed in some parts of the county borough. The survey would now be undertaken in the Ewenny and St. Brides Major Community Council areas. The focus of the survey will include matters such as the assessment of need for social housing, the demand for low cost ownership, and infrastructure related issues. The survey will assess

both current and future demand. All households will be surveyed, and a QR code will be provided for easy access to the survey. There will also be an option to print and return the completed surveys. BP asked Cllrs for their support in promoting the survey and confirmed that the findings will feed into the Local Housing Market Assessment. The surveys will be issued at the beginning of November with a month for them to be completed. BP confirmed that the findings will be shared with the Community Council in due course.

BP also confirmed that she would be happy to be contacted on wider housing related issues and would signpost queries to the relevant Officers in the VoGC.

The Chair thanked BP for her attendance and the information shared.

## 5. Minutes of Previous Meeting: 14th September 2026

5.1 The minutes of the September 2026 meeting were accepted as a true record. To be placed on noticeboards and on the website.

5.2 Matters Arising – The Clerk confirmed that he has contacted RNLI inviting a representative to attend the November 2026 Community Council meeting. Reference was also made to emails recently shared in relation to Pitcot Pool. Clerk to resend to Cllrs.

5.3 The Action Log was reviewed, and updates are provided below where matters are not covered elsewhere on the agenda: -

- **Dog waste bin on Lon yr Eglwys has been reinstated** – Completed so to be removed from the Action Log.
- **Bus Shelters** – Clerk to liaise with Cllr Stephens to prepare a schedule of maintenance requirements.
- **Defibrillators** – To be included on the agenda for the next Community Council meeting.
- **Disabled space for resident in St. Brides Major** – No longer required so to be removed from the Action Log.
- **Potholes in Lon yr Eglwys** – Cllr Morgan confirmed that satisfactory repairs have been undertaken so this is to be removed from the Action Log.
- **Sink hole in Heol y Mynydd** – Cllr Stallard confirmed that arrangements have been made for this to be resolved w/c 19th October 2026.
- **Bathing Waters** – RNLI invited to attend November 2026 Community Council meeting (response awaited). Letter sent by Clerk to Welsh Water requesting details of discharges from the Pen-y-Bont Wastewater Treatment Works into the River Ogmore. Recently circulated South Central Bathing Waters Project report to be put on Community Council's website.
- **Church Clock** – To be removed from the Action Log and included as a Standing Item on future agendas.
- **Pant Quarry Blasting** – To be removed from the Action Log with ongoing issues to be addressed through the Quarry Liaison Committee. Cllr Stallard to liaise with Clerk to schedule a meeting.
- **Google site to be amended with correct SBMCC address** – This is proving to be challenging. Cllr Francis-Oakley has suggested that it may be easier to create a new site, and this was agreed by Cllrs.
- **Bench at Portobello to be reinstated** – Clerk to arrange insurance claim.
- **Anti-social behaviour and drugs related issues at Dunraven Car Park** – Clerk has emailed Cooke and Arkwright (VoGC Community Safety Officer cc'd) to raise concerns.

- **Benches on Common** – Cllr Morgan provided an update and confirmed that nine benches in OBS are owned by the Community Council. Eight of these benches are stone with wooden seats and one is a Glasdon bench. Apart from the damage to the bench at Portobello, the other benches are in a reasonable condition. Following discussion, Cllrs agreed that plaques should be placed on the benches in OBS confirming that they were donated by SBM Community Council, but only when they are replaced with Glasdon benches moving forward. A plaque will be placed on the existing Glasdon bench in OBS, and plaques will also be placed on existing Glasdon benches within the wider Community Council area. It was also agreed that one memory plaque could be placed on each bench, with 2 recently approved requests to be progressed. The Clerk will liaise with Cllr Morgan regarding these agreed actions and will also update the Council's Asset Register. Cllr Morgan to also provide a list of benches and their locations to share with Cllrs.
- **Under-reporting of drugs related issues in OBS** – Cllrs agreed that this should be added to the specification of data requirements that Cllr Morris will prepare.

## 6. Correspondence

6.1 **Vale of Glamorgan councillors' report** - Cllr Stallard reminded Cllrs that the Friends of Glamorgan Heritage Coast has funding available that needs to be spent. However, the charity is struggling to attract volunteers so Cllr Stallard asked Cllrs if they know of anyone who may wish to get involved and if so to let her know. Cllr Andrews suggested that a call for volunteers could be included in the weekly newsletter of the Headteacher at St. Brides Major CIW Primary School which has a circulation of circa 300. It was agreed that the Clerk will liaise with Cllr Stallard and Cllr Andrews to progress this.

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

- Bathing Waters - South Central Bathing Waters Project: Summer 2026 update (forwarded to Cllrs).
- Burials, benches, and plaques: - Quotation received from Aborwood Tree Care for tree works at St. Bridget's Church.
- Consultations: -
  - Democracy and Boundary Commission Cymru - Draft Annual Remuneration Report 2027–28 outlining the Commission's proposed determinations on the remuneration, expenses, and benefits for elected and co-opted members across Wales' principal councils, community and town councils, fire and rescue authorities, and national park authorities. Responses required by 17th December 2026.
  - Have your say on the future of healthcare in South-East Wales (forwarded to Cllrs) - Health boards across south-east Wales (Aneurin Bevan UHB, Cardiff and Vale UHB, and Cwm Taf UHB) have launched a new engagement opportunity to gather views from staff, patients, carers, families and local communities about the future of healthcare services in our region.
- General: -
  - Email (forwarded to Cllrs) from Chair of OBS Village Hall responding to resident complaints about noise.
  - Various emails regarding two butterfly sculptures in St. Brides Major. Awaiting confirmation from Neighbourhood Manager (Highway Maintenance) at VoGC regarding what permissions will be required. Email also received from VoGC Arts Development Officer regarding support that can be provided.

- Codi Trust - Funding available for schools, sports clubs, and community groups across Wales (forwarded to Cllrs).
- Place T&F meeting (21/09/26) - Documents and links requested (forwarded to Cllrs).
- Cllr Morris - Information requested from South Wales police relating to Crimes and Anti-Social Behaviour (forwarded to Cllrs).
- Response to above also forwarded to Cllrs.
- Email from Jacqueline Bevilacqua von Gunderrode expressing interest in being co-opted to Council – Clerk responded to say no vacancy at present but will keep details on file.
- GVS e-Bulletin - 28/09/26 (forwarded to Cllrs)
- Clear Councils Insurance - Important Notice for Customers, "Managing tree-related liability through autumn and winter 2026". Clerk to review.

- Invitations: -
  - Invitation from Glamorgan Voluntary Services (GVS) to attend their AGM on 16th October 2026.
  - Invitation to the One Voice Wales and the Society of Local Council Clerks (SLCC) remote joint event to be held on 18 November 2026.
- One Voice Wales: -
  - Email inviting member Councils to propose a maximum of two motions for debate at the AGM on Wednesday 3rd February 2027. Response deadline Friday 4th December 2026.
  - Latest version of the model Standing Orders. Only changes of significance relate to the section on Financial Controls and Procurement. Clerk to review and present to Council for approval.
  - Community Boundary Reviews – Email (forwarded to Cllrs) from OVW outlining response from WG to OVW representation that existing Community Boundary Review exercises should be postponed / annulled subject to the outcome of the current work of the Democracy and Boundary Commission Cymru on Council Sizing Policy. WG response confirmed that there will be no postponement / annulment.
  - Amended Practice Development Note about Martyn's Law – Clerk to review.
  - One Voice Wales E-Bulletin Issue 30 (forwarded to Cllrs).
  - Changes to OVW Governance and National Executive Committee Arrangements (forwarded to Cllrs).
  - Agenda and link for 12 October 2026 Online - One Voice Wales Bridgend, Cardiff and the Vale Area Committee Meeting (forwarded to Cllrs)
  - Cost of Living Crisis Project - Information and Resources (forwarded to Cllrs).
  - Community Boundary Review Webinars – Clerk and Chair to join one of the dates offered.
  - One Voice Wales E-Bulletin Issue 31 (forwarded to Cllrs).
- VoGC: -
  - Email from Neighbourhood Services Manager regarding concerns raised in relation to glyphosate spraying. Response confirmed that neither the Council or its weed control contractor would be undertaking glyphosate spraying or any other herbicide treatment on the village green at Wick. Regarding the concern raised about children walking to school in St Brides Major, the Neighbourhood Services Manager confirmed works undertaken on adopted highway areas are conducted by trained and qualified operatives in accordance with product approval requirements, risk assessments, and industry guidance. Response shared with resident.

SBM = St Brides Major OBS = Ogmore by Sea SWP = South Wales Police Cllr = Councillor VoGC = Vale of Glamorgan Council

- Emails from Principal Democratic & Scrutiny Services Officer (forwarded to Cllrs) setting out the position that WG will be determining the 2027/28 precepts for merging Community Councils. No confirmed date yet for WG to announce what the precepts will be.
- Email (forwarded to Cllrs) providing links to the agenda and reports for the VoGC Planning Committee (17th September 2026).
- Emails from VoGC Rural Housing Enabler re. Local Housing Needs Surveys. Officer to attend October Council meeting.
- Full Council - 05 October 2026 - Agenda and Reports (forwarded to Cllrs).
- Various emails concerning sinkhole at Heol y Mynydd – Awaiting definitive response on action to be taken.

Matters Discussed During Meeting

- Democracy and Boundary Commission Cymru – Consultation on Draft Annual Remuneration Report 2027–28 – **Any views on this to be sent to the Clerk to enable a response to be sent by the deadline of 17th December 2026.**
- Invitation to the One Voice Wales and the Society of Local Council Clerks (SLCC) remote joint event to be held on 18 November 2026 – **Clerk to attend.**
- One Voice Wales email inviting member Councils to propose a maximum of two motions for debate at the AGM on Wednesday 3rd February 2027. Response deadline Friday 4th December 2026. **Cllrs to give this consideration to enable any response to be sent by the Clerk within the deadline.**
- Moving forward the Clerk suggested that he would share items of correspondence with Cllrs by email between meetings and would only add items to the monthly Community Council agenda where he considered that further consideration and discussion would be required. This proposal was supported by Cllrs.

## 7. Planning

### 7.1 Applications Received: -

- 2026/00721/FUL (GE) – Ty Waun, Southerndown Road, St. Brides Major – Proposed single storey rear extension. Cllr Parry informed Cllrs that the link in the consultation letter is not working correctly. Clerk to check with VoGC Planning.

- 2026/00724/FUL (GE) – Ty Gan Y Mor, Craig Yr Eos Avenue, Ogmore by Sea – Proposed single storey garden room. Cllr Bertorelli asked whether the proposal is within allowable boundary limits. This will be raised by the Clerk in the Community Council's response. No further comments from Cllrs.

Cllr Parry queried whether there was an update on the Westbridge planning application and Cllr Stallard confirmed that the application has not yet been presented to the Planning Committee.

Cllr Morgan asked for an update on the planning application for the Old Post Office, Ewenny Road, St Brides Major. Cllr Stallard confirmed that this has not yet been determined and the Clerk confirmed that the Community Council's response agreed at the September Council meeting has been submitted.

### 7.2 Applications Determined: -

- 2026/00529/FUL 23 West Farm Road – Approved.
- 2026/00418/FUL Sonning, 19 Heol Sant Bridget, St Brides Major - Approved.

## 8. Finance

8.1 **Financial Report** – The Clerk presented the financial report and the closing balances as at 29th September 2026 of £21,280.55 on the current account and £18,696.58 on the business savings account were noted, as follows: -

| | | |
|---|---|---|
| **OPENING BALANCE (28-08-26)** | | **£26,484.70** |
| **INCOME** | | **£0.00** |
| **TOTAL BALANCE** | | **£26,484.70** |
| **EXPENDITURE** | | |
| Scribe | Accounts and Cemetery | £61.20 |
| DWA | Payroll HMRC entry | £12.00 |
| Glamorgan Heritage | Church lighting | £151.36 |
| Welsh Water | Burial ground | £21.59 |
| D. Chedzoy | Ogmore by Sea - Clearing brambles | £750.00 |
| D. Chedzoy | St. Brides Major - Pitcot Pond | £180.00 |
| D. Chedzoy | Burial Ground | £1,020.00 |
| James Wynne | Internal Audit | £200.00 |
| Glamorgan Heritage | Bells - Donation for surveyor's report | £2,808.00 |
| **TOTAL EXPENDITURE** | | **£5,204.15** |
| **CURRENT ACCOUNT (29-09-26)** | | **£21,280.55** |
| **BUSINESS SAVINGS ACCOUNT (28-08-26)** | | **£18,647.76** |
| **Interest** | | **£48.82** |
| **BUSINESS SAVINGS ACCOUNT (29-09-26)** | | **£18,696.58** |
| **TOTAL FUNDS** | | **£39,977.13** |

8.2 **Approval of Payments** – The following payments were approved (along with an additional payment of £750 for an invoice subsequently received from DL Chedzoy for grass cutting services): -

| Payee | Description | Amount |
|---|---|---|
| | | |
| Heritage Coast Ministry | Hire of All Saints Church during Sep 2026 | £382.50 |
| Vision ICT Ltd. | SSL Certificates | £60.00 |
| Scribe | Accounts and Cemetery (October 2026) - Direct Debit | £61.20 |
| DWA | Annual payroll fee (2 x employees June 2026) | £60.00 |
| Clerk | Net pay for Sep 2026 (£1,395.45) and WFH Allowance (£26.07) | £1,421.52 |
| HMRC | Clerk Tax and NI deductions (September 2026) | £426.08 |
| One Voice Wales | Training Module 2 (Cllr Howell) | £44.00 |
| Andrew Davis Photography | 3 x headshots | £75.00 |
| Vale of Glamorgan Council | Donation for overlaying of footway at St. Brides Primary School | £3,352.03 |
| DWA | Monthly payroll processing charge for Clerk (September 2026) | £30.00 |
| One Voice Wales | Training Module 20 (Cllr Parry) | £44.00 |
| | | |
| **Total: -** | | **£5,956.33** |

8.3 **Budget Review** – Financial projections for the current year remain in line with the position reported at the September 2026 Community Council meeting i.e. an underspend of circa £7k against the approved budget. The Clerk reminded Cllrs that the precept for 2027/28 will be determined by the Welsh Government but there is currently no confirmation of the sums payable. The draft budget setting process will need to commence using assumptions around the level of the precept and this will then need to be flexed up or down once the sum is confirmed.

8.4 **Audit update** – Awaiting a response from Audit Wales on the 2025/26 Annual Return submission.

8.5 **Finance Working Group** – No meetings have been held recently but this is now likely to be replaced by a Joint Finance Working Group with Ewenny Community Council to plan for the merger in May 2027.

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

Cllr Parry advised that there has been a further meeting regarding the active travel plan. The walking route from Southerndown to the school has been reassessed by the VoGC and has been determined as suitable for families to walk along, even though it is noted that the width of the pavement is insufficient for a parent, a buggy, and a child. Some minor works have been undertaken to widen the pavement through the reduction of foliage. It was felt at the last meeting on the active travel plan that there is nothing more that can be done and with the footway works at the school having also now been completed there would now be a change in focus to zebra crossings, with two possible locations being looked at.

## 10. Western Vale Community Councils and Community Liaison Committee

Cllr Parry informed Cllrs that the meeting of the Liaison Committee scheduled for 15th October 2026 has been postponed and will be rescheduled for some time during November. This is to allow VoGC Officers sufficient time to consider feedback from the Placemaking workshop held on 6th October 2026 which amongst other things explored how the VoGC and Town and Community Councils can work together more effectively. The workshop was attended by Cllr Parry and the Clerk who both felt that it was a useful session.

## 11. Community Councils Merger - Ewenny and St Brides Major

11.1 **Merger Task and Finish Group Terms of Reference** - The Clerk presented the draft Terms of Reference and subject to a proposal from Cllr Bertorelli that reference to GDPR needs to be included, the document was approved by Cllrs. The Clerk explained that he would chair the Group and that there would be a requirement for two Cllrs from each off the existing Community Councils to be members of the Group. Following discussion, it was agreed that the two members for SBM would be Cllr Parry and Cllr Lewis. The first meeting of the Group will be held on 21st October 2026.

11.2 **Merger Joint Finance Working Group** – The Clerk explained that he will also be looking to establish a Joint Finance Working Group for the merger. Cllr Lewis indicated that he would be happy to represent SBM on this Group. The Clerk will present further details at the next Community Council meeting.

## 12. Burial Ground

12.1 **Update on church clock and bells** – Still awaiting a response from CADW on potential grants for the Church clock. Cllr Stephens has raised an issue with the timer on the floodlights at the church. Following discussion, Cllrs agreed that Cllr Stephens should arrange repair.

12.2 **Quotation for tree works** – Cllr Lewis has received a quotation which has been broken down into three parts, 2 of which are more urgent. If the urgent matters are progressed initially then the value would be below £3,000 but in line with the Council's Financial Regulations a further quote would be required. Cllr Lewis and the Clerk will arrange for a further quote to be obtained. Cllrs agreed that due to the urgency of the works the decision to award the contract should be delegated to Cllr Parry and reported back to the next Community Council meeting for information.

## 13. Biodiversity & Environment

13.1 **Pitcot pond update** – The Duchy has now confirmed in writing that it owns the pond and Cllr Eccles therefore recommended that he now writes to the Duchy requesting that restoration works should be undertaken by removing silt and cutting back overgrown rushes. This was agreed by all Cllrs and Cllr Eccles will draft a letter and liaise with the Clerk.

## 14. Annual Report

Cllr Parry reminded Cllrs to respond to her with any information requested and confirmed that she is aiming to produce a draft of the Annual Report by the end of November 2026.

## 15. Reports from Members

15.1 **Ogmore by Sea: -**

- Cllr Howell reminded Cllrs that the Ogmore Hall AGM is taking place at 7pm on 16th October 2026. Cllr Eccles confirmed that he will attend. Cllr Howell also informed Cllrs that a community quiz and harvest supper is taking place at the Hall at 7pm on 17th October 2026.

15.2 **St. Brides Major: -**

- Cllr Lewis informed Cllrs that he has arranged for de-weeding of the bricks, grass cutting, work on the plinth etc. on the war memorial at SBM in readiness for Remembrance Sunday and the Clerk confirmed that Cllr James has ordered a wreath. A discussion took place regarding Community Council representation, and it was confirmed that a service is held in the church and then at the memorial. These services have been attended by Cllr James and former Cllr Edwards previously, but Mr Edwards is unwell so is unlikely to attend this year. Cllr Morgan indicated that he may be able to attend but it was agreed that the Clerk should contact Cllr James to clarify what is required on the day in terms of attendance.
- Cllr Mogan confirmed that the book exchange in the bus shelter by the shop in SBM will be going ahead.

**16. Questions for the Chair**

Cllr Andrews raised concerns about the safety of e-Scooters and asked if this was an issue elsewhere. Cllr Stallard stated that there may be issues in Barry, but she was not aware of this being raised more widely. It was agreed that Cllr Stallard would raise this with the Community Safety Team and the matter would also be discussed with JW at the next Community Council meeting.

**17. Any other business**

None.

**18. Date of Next Meeting**

Monday 9th November 2026.

**Approved and signed as a correct record subject to any corrections made at the meeting held on 9th November 2026.**

**Vice-Chair**

SBM = St Brides Major OBS = Ogmore by Sea SWP = South Wales Police Cllr = Councillor VoGC = Vale of Glamorgan Council