

CYNGOR CYMUNEDOL CEFN CRIBWR CEFN CRIBWR COMMUNITY COUNCIL

Dear Councillor,

You are invited to attend the next meeting of the Cefn Cribwr Community Council to be held at on Wednesday 9th July 2025 at 7.00 pm at the Cefn Cribwr Community Centre and remotely via Zoom.

AGENDA

1. Apologies.
2. To receive declarations of interest, if any, in written form.
3. To receive and adopt the minutes of Wednesday 11th June 2025.
4. Matters arising.
5. Footpaths.
6. Clerk's Report.
7. Casual Vacancy – Co-option of a Community Councillor.
8. Website.
9. Training Plan (Appendix 2)
10. Members' Reports.
11. A.O.B. – urgent matters raised with the Chairman's consent, given before the start of the meeting.
12. Date and time of next meetings:
Wednesday 3rd September 2025 at 7.00 pm * *NB one week earlier than usual*
Wednesday 8th October 2025 at 7.00 pm

D L Jones, Clerk.

CEFN CRIBWR COMMUNITY COUNCIL

Minutes of the meeting of Wednesday 11th June 2025 at Cefn Cribwr Community Centre and via Zoom.

Chairman: Councillor C. Holmes

Present: Councillors S. Kendall, H. J. David, D. Evans and K. G. Burnell.

In attendance: Mr. D-L Jones (Clerk).

1. Apologies: Councillors C. Holmes, A. Beckett, J. Short, D. Gordon and J. Gebbie.

2. Declarations of interest received in writing:

Cllrs. D. Evans and H. J. David declared an interest in all matters concerning the Cefn Cribwr Community Association as members of that organisation.

Cllr. H. J. David declared an interest in all matters concerning Y Cefn Gwyrdd as a member of that organisation.

Cllrs. K. G. Burnell and H. J. David declared an interest in all matters concerning the Cefn Cribwr Gardening Club as members of that organisation.

Cllrs. K. G. Burnell and S. Kendall, declared an interest in all matters concerning Cefn Cribwr Primary School as members of the Governing Body.

Cllr. K. G. Burnell declared an interest in all matters concerning the Cefn Cribwr Sports & Social Club as Secretary of that organisation.

Cllrs. D. Evans and H. J. David declared an interest in all matters concerning the Cefn Cribwr Athletic Club as members of that organisation.

Cllr. K. G. Burnell declared an interest in all matters concerning Bedford Park as a relation of a member of staff.

Cllr. H. J. David declared an interest in all matters concerning the Cefn Cribwr Sports & Social Club as a member of that organisation.

Cllr. H. J. David declared an interest in all planning matters as a member of Bridgend County Borough Council.

3. Minutes:

The minutes of the meeting of Cefn Cribwr Community Council held on Wednesday 21st May 2025 were adopted and signed as a true record.

4. Matters arising:

Cefn Cribwr Football Club: Cllr. H.J. David reported that the Club are moving ahead with CAT and Heads of Terms had been circulated to all Members for information.

Cefn Cribwr Athletic Club – Tennis Court refurbishment: The Clerk reported that work is about to start to refurbish the tennis courts at Cae Gof as a multi -purpose all weather sport courts. Cllr. S. Kendall updated the Council about the meeting which had taken place regarding picket ball. Once the multi purpose area is complete it is hoped that several new sports will be played there, and it is anticipated these will develop organically. This approach was felt to be sensible and positive. At the moment there is nothing further for Council to do, and we await further information in due course.

Scrambling at the former Margam Opencast Site: Cllr. H.J. David reiterated that scrambling at the former opencast site is an increasing problem. Anyone who is aware of this happening is asked to inform the Police on 101.

Sudden Death: The Clerk reported that he had purchased a shrub to place outside the former home of Tracy Young who had tragically died. Cllr. H. J. David confirmed he would liaise with Mrs Youngs' relatives about a suitable time to place the shrub.

5. Footpaths:

It was agreed to ask P J Landscapes to commence cutting the footpath network.

6. Clerk's Report:

Correspondence:

Council noted the following:

Clerks & Councils Direct

The Clerk

Bills for payment:

Clerks Salary for May'25 (S.P. 26):	£648.96
HMRC:	£162.20
Transact Pensions:	£162.24
Mr. W. Evans: Cleaning Memorial Shelter (May'25):	£52.00
D L Jones – reimbursement for shrub and container:	£76.47
AABC Ltd – Website Maintenance:	£191.87
R. Charlton – Internal Audit Fee 2024/25:	£160.00

Approval of the Financial Statements and Annual Return for the year ending 31st March 2025:

Council unanimously approved the Financial Statements, Annual Governance Statement and Annual Return for the year ending 31st March 2025 and asked the Chair and Clerk to sign it on their behalf.

Council unanimously approved the Audit Notice - Notice of appointment of the date for the exercise of electors' rights.

Planning:

There were no planning matters for discussion:

7. Casual Vacancy – Co-option of a Community Councilor:

It was unanimously agreed to issue the Notice of Casual Vacancy. The closing date for applications is 4th July 2025 and it is hoped co-options can be made at the meeting of the Council scheduled for the 9th July.

8. Members Report:

Training Plan: Cllr. D. Evans reported the ongoing need for training. The Clerk agreed to produce a training Plan for discussion at the next meeting.

Cefn Cribwr Primary School: Cllrs. K. G. Burnell and S. Kendall reported that the school continues to experience budget difficulties owing to the ongoing cuts in funding.

Report of Cllr. H.J. David: Council noted the several reports and updates that Cllr. David had sent via email in the previous month.

9. Any other business:

There was no other business.

10. Date and time of next meetings:

Wednesday 9th July 2025 at 7.00 pm

Wednesday 3rd September 2025 at 7.00 pm

David-Lloyd Jones, Clerk, June 2025.

Signed..... date.....

Clerk's Report to Council 9th July 2025

Correspondence:

Clerks & Councils Direct
The Clerk

Bills for payment:

Clerks Salary for June'25 (S.P. 26):	£648.96
HMRC:	£162.20
Transact Pensions:	£162.24
Mr. W. Evans: Cleaning Memorial Shelter (June'25):	£52.00
P J Landscapes – Footpath Maintenance:	£800.00
BCBC – installation of replacement hanging basket brackets:	£1,572.71

Financial Statements for the period ending 17th June 2025: (Appendix 1)

Planning:

No matters for discussion

D L Jones, Clerk
6th July 2025

Cefn Cribwr Community Council			
Cash Book Comparison Against Budget			
Period Ending 17th June 2025			
	Budget	Actual to Date	
	2025/26	2025/26	
Bank Statement Balances as at the 01/04/24	£	£	
Community Account - 91482637	£ 9,981.02	£ 9,981.02	<i>Opening</i>
Business Manager Account - 1457411	£ 36,935.00	£ 36,935.00	<i>Balances</i>
	£ 46,916.02	£ 46,916.02	
INCOME:			
Precept	£ 42,000.00	£ -	
Other Income	£ 37,500.00	£ 47,434.98	
	£ 79,500.00	£ 47,434.98	
EXPENDITURE:			
Clerk	£ 8,137.29	£ 1,946.88	
HMRC	£ 2,034.32	£ 648.80	
Pension	£ 2,034.32	£ 486.72	
Footpaths	£ 2,600.00	£ -	
Footpath Creation	£ 250.00	£ -	
Spring Bulbs	£ 1,750.00	£ -	
Memorial Shelter Cleaning	£ 700.00	£ 208.00	
War Memorial, Pentice & Bus Shelter Maintenance	£ 7,000.00	£ 600.00	
Hire of Chamber	£ 450.00	£ 408.00	
Print & Misc expenses (inc Remembrance)	£ 1,250.00	£ 76.47	
Web Site	£ 300.00	£ 191.87	
Postage	£ 50.00	£ -	
Telephone & BB	£ 575.00	£ -	
Statutory & Depreciation	£ 300.00	£ -	
Insurance	£ 1,150.00	£ 1,123.50	
Member's Allowance	£ 2,000.00	£ 150.00	
Civic Service	£ 350.00	£ -	
Subs OVW/SLCC/ALCC	£ 550.00	£ 294.00	
Travel	£ 100.00	£ -	
Poppy Wreaths	£ 2,000.00	£ -	
Grant Aid	£ 3,500.00	£ -	
Grant - Com Assoc	£ 3,000.00	£ -	
Play Scheme		£ -	
Audit Fees	£ 800.00	£ 174.80	
Legal Fees	£ 1,000.00	£ -	
Christmas Decorations	£ 4,500.00	£ 4,456.48	
Election Fees	£ -	£ -	
Summer Planting Scheme	£ 6,000.00	£ -	
Community Project Match Funding	£ 60,000.00	£ 12,000.00	
Misc	£ 1,250.00	£ -	
Contingency	£ 2,000.00	£ -	
VAT		£ -	
	£ 115,630.93	£ 22,765.52	
Cash at Bank	£ 10,785.09	£ 71,585.48	<i>Cash book balance</i>
Current liabilities			
Contingency: Surplus/(Deficit)	£ 10,785.09	£ 71,585.48	

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www.cefncribwr.org.uk

TRAINING PLAN

This training plan is prepared in accordance with Section 67 of the 2021 Local Government and Elections (Wales) Act.

The purpose of the training plan is to ensure that collectively, councillors and staff, possess the knowledge and awareness needed for the council to operate effectively. It is not necessary for all councillors and staff to have received the same training and to develop the same expertise.

The type of training required can be summarised under the following headings.

Header	Material covered
Core Areas	To ensure the council has sufficient skills and understanding
Specific Council roles & Committees	Specific to each councillor's chosen role in the Council
Additional areas	To support new challenges and opportunities
Professional Qualifications	Such as Certificate in Local Council Administration (CiLCA)

This is a basic training plan. To accompany this each councillor will have an individual plan that includes the skills they bring to the council, often from their professional roles.

The Basic Training Plan will be published on the Council website while individual training plans will not.

The plan will be reviewed at budget setting time each year to ensure sufficient funds are set aside for the following financial year.

As Cefn Cribwr is a small Community Council bursary options will be investigated.

The Council clerk will maintain a record of training sessions undertaken.

BASIC TRAINING PLAN 2025-26

WHAT	WHO	HOW	WHEN/FREQUENCY
Introduction to Council and its responsibilities	All Councillors, Clerk & RFO	Induction arranged by Clerk	At start of any new membership/job
Core Areas			
Code of Conduct	All Councillors & Clerk & RFO	Formal training	At start of any new membership/job and refreshed at new 5-year term
Understanding the law			
The Council			
The Council Meeting			
The Councillor			
Specific Council roles and committees			
Chairing skills	Chairs and Vice Chairs	Formal training	At start of any new membership/job
Local Gvt Finance	1 Councillor and Clerk if required	Formal training	Objective for minimum 1 councillor to have attended within the 5-year term
Advanced Local Gvt Fin			
Budgeting basics			
Council as Employer	Chairs and Vice Chairs	Formal training	At start of any new membership/job
Effective Staff Mgmt			
Additional areas			
Community Engagement	1 Councillor and Clerk if required	Formal training	Objective for minimum 1 councillor to have attended within the 5-year term
Health & Safety			
Information Management & GDPR			
Equality & Diversity			
Mediation and conciliation			
Planning			
Civility & Respect			
Elections	Clerk / RFO	Formal training	At each election
Professional qualifications	Clerk / RFO	Formal training	At each change of Proper Officer (if required)