

Minutes of a BRAG committee meeting held at the Royal Oak Pub  
on Tuesday 7<sup>th</sup> January 2014

Graham , Dafydd, Paul ,John and Sue present.

Sean , who has recently moved to Bryn, present for the first time.

Apologies received from Val.

Re : Muggers Project

John informed us that after receiving some help from Mark Dummer, the application had been submitted. £750 +vat had been received off the lottery fund in December, but they now needed a copy of our accounts, which Paul would sort. There would be a delay of 5-6 months before we would know if the application had been successful.

Historical Project with Bryn Primary

Graham and Daff to finalise details with Sian re: the school putting on a show for the village . (Date now booked for Tuesday April 8<sup>th</sup>)

Beast of Bryn Saturday May 31<sup>st</sup> 2014

Graham announced that entries had started to come in.

Community Centre Project

Graham has met with groundwork and Gareth from the Council Play bus Project. There is the possibility of the toilet block being knocked down, so it would mean a slight change to the plans, but hopefully the project will be completed by the end of 2014.

**Minutes of a BRAG committee meeting held at the Royal Oak Pub  
on Tuesday 18th March 2014**

**Present:**

Paul, Corrina, Dafydd, Graham, Sian,

**Apologies**

Sue, John

**Minutes of Meeting on 7<sup>th</sup> Jan 2014**

These were reviewed and accepted. Paul confirmed he had sent off the accounts to the lottery. He also confirmed that a reduction on the insurance had been obtained and the policy renewed for another year.

**School History Project**

Discussed the project budget. School and PTA to send invoices to Paul ASAP laid out against the agreed project categories.

Agreed to use the Project iPads for the interviews on the presentation evening. Paul to look for the early interviews on the BRAG computer and send to Luke.

Dafydd suggested Professor Bowen should be invited to the evening. Paul to obtain his contact details and send the invite.

Dafydd agreed to consider delivering a poem alongside the Gleemen session.

Paul agreed to ask Peter Phillips if he would video the event on the 8<sup>th</sup> April. This will then form part of the project deliverables.

Community centre has been booked from 10am to 10pm on the 8<sup>th</sup> April and for two practice sessions the week before. The Stage has also been booked.

The School is to confirm where they want the stage setting up, with community centre.

The School is laying out a poster which will be sent to Graham for printing and posting. This is to be ready for next Wednesday.

Sian is to invite people from local schools and other education contacts.

Paul confirmed that he had sent an invite to the Lottery office.

Graham has had two confirmations for attendance from Tata so far and Council and government contacts are also to be invited.

## **Minutes of B.R.A.G. meeting held on Tuesday June 16<sup>th</sup>**

Graham, Paul, Daff, Diane, John, Val, Sian and Sue present.

### **Mugger Project Update:**

John and Diane have received the forms which state that we have been offered £86000, the grant for the implementation phase and money for the launch. Graham would like the school involved , possibility of a fun night and disco mentioned for end of August.

Dave Phillips in the Council keen for us to accept the lease and had asked for our Solicitor's details.

The Liaison officer in Cardiff requires three tenders for the project;

Clause of the contract to be looked at e.g. not necessarily has to be the lowest quote;

Graham asked if John could contact the council who would be able to give us a list of contacts and to ask which one would they prefer us to use.

### **Treasurer's Report:**

Full and detailed report given by Paul . Current Balance £2403.45

Unfortunately we have been unsuccessful in any of the three grants that we had applied for.

Viv Gage has once again agreed to audit the current year's books prior to the AGM.

### **Historical Society Report:**

The night was a great success, Peter Phillips and Daff took photos and a video which will be put on our website. Sian had received positive feedback, from the Education officers, who had been very impressed with the whole evening.

### **Area opposite Community Centre Update:**

This project is ongoing with Gail and Groundworks but Gail has sorted funding.

### **Registered Charity Information**

Constitution of a Charitable Incorporated Organisation document given to all members for their information to read.

### **Funding**

More funding being sourced.

### **Grow Wild**

Pack of seeds given to the school to promote bees etc.

### **A.O.B.**

# Treasures Report

**BRAG 16/06/14**

## Funds

See balance sheet. The Balance Sheet shows that since last report on 7<sup>th</sup> Jan 2014 we have spent £360.74 on insurance and £1458.13 spent on the Heritage Lottery History Project "Coal, coal our Country needs coal". Over this period £45 was collected from the sale of Calendars. Committee members with money from the sale of calendars should bank this with the treasurer ASAP and return unsold Calendars to Dafydd Bowen.

This leaves a balance of £3489.10 but £1085.65 of this belongs to the Heritage Lottery Project so the actual balance is £2403.45.

## School Project Account

See spread sheet entry. This project was complete apart from submitting the end project report. However, after discussing the end project report with Debra Boyland, the project coordinator at the Heritage lottery, it was suggested that we extend the project within the existing budget to provide the display board for the new walk being developed at the Bryn Nature Reserve.

## Tennis Courts Project Accounts

The first phase of this project was completed and we have now been offered the grant for the implementation phase. There are conditions we have to satisfy before we can accept the offer.

## Funding Options

### Potential funding options include:

Unfortunately we were unsuccessful in any of the three grants that we applied for that were detailed in the last report.

### NPT Homes

Graham has identified another option on the link shown below. See the application form tabled. Can we agree a project to submit?

<http://www.npthomes.co.uk/media/33805/cdf-leaflet-internet.pdf>

## Local Development Plan

There does not appear to be any progress on this since April. I emailed them today to ask for an update. Below is the information I received.

It is expected that a report will be placed before the Economic and Community Regeneration Cabinet Board on the 10<sup>th</sup> July, 2014. This will then go on to Full Council on the 30<sup>th</sup> September, 2014. This Report will ask members to accept the Deposit Local Development Plan, the comments it received, the Alternative Sites suggested to the LDP and the comments they received, the Council's response to those two exercises and request that they be submitted to the Welsh Government for Public Examination. Those reports will be published at/or around the 30<sup>th</sup> September, 2014 and you will be able to view BRAG's comments as well as the Council's view on those comments.

Once the documents are submitted a Welsh Government Inspector is appointed and they will consider all the documentation as well as arrange the various Public Hearings for those respondents who have stated that they wish to attend and speak at a hearing. For those that chose not to attend, then the Inspector assesses all of the paperwork before making their decision based on the evidence before her/him. You will be contacted around the 30<sup>th</sup> September informing you of our intention to proceed to Examination and you may then be contacted by the Inspector's Programme Officer if you elected to attend a hearing.

The website will possibly be updated in July if the Reports get cleared to go forward for Full Council consideration.

# Minutes of B.R.A.G. Annual Meeting held at the Community Centre

On Thursday August 21st

## Present:

Paul, Sue, John, & Diane.

Also new members Louise Hopkins, Michelle Williams and Michelle Jones were welcomed and proposed by Paul and seconded by John.

## Apologies:

Graham, Daff and Val.

## Meeting

Part of our constitution is to hold a meeting where everyone is welcome;

Three people from the village attended this meeting and became new BRAG members as detailed above.

Paul opened the meeting and presented a set of slides summarising achievements since the last AGM. These slides would be made available on the village web site.

The slides provided a summary of:

- Events organised such as:
  - B.R.A.G.'s two races
  - Halloween Disco
  - Beastly Bryn Event
  - Christmas Event
  - Guided Walks
  - Wind Farm Information Day
  - School Project Presentation Evening
  - Etc.
- Funding achievements such as the Tennis Courts project
- Publicity and News achievements
- A summary of meetings held by BRAG with many different organisations
- Update on ongoing and completed projects
- Accounts summary slide

Paul explained the big change in status for BRAG going from 'Unlimited' organisation to a 'Limited' Charitable Incorporated Organisation. He also explained the reasons for this change.

Paul reported that whereas most events were well supported, some such as the Beastly Bryn Event had been poorly supported. These events take a lot of organising by all the volunteers involved and all they ask for their work is the support of the village for these events.

**Guided walks** –we should carry on with these as people would like them to continue;

**Wind farm information day** – disappointing turnout as a lot of work had gone into organising it;

**Children's Play Scheme** – had been well attended;

**Burton Run** had been very successful;

# **Treasures Report**

***BRAG 24/09/14***

## **Funds**

There have been no further transactions since the AGM other than venue hire for AGM and this evenings BRAG meeting. See audited I&E account and the summary in the AGM Slides.

The Audit report had been presented at the AGM. Paul has a copy of this if anyone wishes to see it.

## **Tennis Courts Project Accounts**

The first phase of this project was completed and we have now been offered the grant for the implementation phase. There were conditions we had to satisfy before we could accept the offer. The paperwork covering these conditions has now been completed by Dianne and John although further forms will be needed once the CIO agreement is in place.

## **Funding Options**

No further funding options have been progressed since the last meeting while the CIO application is in progress as our status could otherwise change part way through an application.

## **Local Development Plan**

As reported at the last meeting, the LDP website was updated in July and the proposal was scrutinised by myself and key points brought to the attention of the BRAG members.

## **Other developments**

Progress on the new footpath from the Nature Reserve along the river has been reported in the news letters. As reported at the last meeting, we will look to link this with Drysiog Farm renovation in the future.

## **CIO**

Carys Mills has submitted our application and is to attend this meeting to present an update on the subject.

## Minutes of a B.R.A.G. meeting held at the Community Centre

On Wednesday September 24th

Graham in the chair with Paul, Daffyd, John, Sue, Carys, Katrina, Louise, Debra Tucker, Brian Rees and Luke McKay present.

Apologies received from Val and Peter.

### **Welcome of New Members**

Graham welcomed the new members who had been elected to the committee at the AGM. He also introduced Luke McKay who was interested in joining the committee and Debra Tucker who had come along to represent the school.

### **Chairman's Report**

Graham said that tonight's meeting would obviously be dominated by the proposed closure of the school and community centre and thanked everyone for coming. He welcomed Debra Tucker as a representative from school parents and Luke McKay was invited to join the BRAG committee.

Graham read out the minutes from the recent Annual Meeting, it was agreed that Paul was to make a few alterations before the minutes were circulated.

Graham confirmed that BRAG had donated £200 to Bryn Primary School to have t-shirts with "Save our School" printed on them. Debra asked if BRAG could fund any banners. It is hoped that we can soon arrange a public meeting with our local councillors and AM.

Graham thanked Paul for his continued commitment with BRAG, as due to his work commitments, he hasn't been able to get involved recently with the current issues.

### **Treasurer's Report**

Since the Annual Meeting there has been very little transactions made. Because we are shortly moving to becoming a CIO, Paul is trying to keep these at a minimum.

An audit sheet from Viv Gage was passed around for those present to view. Paul explained it was difficult at the moment to apply for any grants until our status to CIO was confirmed. Carys said she hoped this would be sorted soon. Carys also stated that as a CIO, it would be its own legal entry, so no one would be held liable and there for would be a much safer set up for BRAG. John also keen for this to be sorted as the contractor for the Muggen project is keen to arrange a start date.

Although it had been agreed in previous meetings that BRAG would become a CIO, since there were now new members on BRAG Paul asked if the change still had everyone's approval. A vote confirmed this to still be unanimous.

Graham confirmed that £400 would be donated to BRAG from the Beast of Bryn Race.

Paul stated that he would send his report to Peter to be added to the website along with the minutes.

# **Minutes of a B.R.A.G. meeting held at the Community Centre**

**On Wednesday October 1<sup>st</sup>**

Graham in the chair with Paul, Daffyd, John, Sue, Carys, Katrina, Louise , Debra Tucker, Brian Rees and Luke Mckay present.

Apologies received from Val and Peter.

## **Chairman's Report**

Graham said that tonight's meeting would obviously be dominated by the proposed closure of the school and community centre and thanked everyone for coming. He welcomed Debra Tucker as a representative from school parents and Luke McKay was invited to join the BRAG committee.

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Graham confirmed that £400 would be donated to BRAG from the Beast of Bryn Race.

## **Local Development Plans**

Paul constantly checks the LDP website to see what is being proposed. Recent proposals are for houses on the right hand side of Maesteg road together with five houses on the old garage site. Plans for the garage site are on Peter Allen's website and advertised on Zoopla's website too.

## **Minutes of a committee meeting**

**Held at Bryn Village Hall on Monday November 10<sup>th</sup>**

Graham welcomed all ; Karen chairperson of Bryn School Action Group and her husband Wayne were present as they would like to join BRAG.

**Apologies** received from Tim and Carys.

### **Chairman's Report**

Graham said that BRAG had enjoyed a very productive year and we will have our annual Chinese to reflect on another successful year. Two major events had been enjoyed with The Beast of Bryn and The Richard Burton Run.

Graham past on his thanks to Paul, who had stood in for him while he had been heavily involved with work and the run events. Tonight we were here to discuss the School and Community Centre's proposed closures and the Xmas event on Dec 19<sup>th</sup> would require as much help as possible.

Minutes of the last meeting were read and accepted. Proposed by Dafydd and seconded by John.

### **Matter's Arising**

Peter was to look at a quiz night.

### **Treasurer's Report**

Paul said that the accounts were updated and included the Halloween event. These will now be closed out, which was one of the conditions we had to meet to satisfy the change of Status to CIO. We are now registered as a CIO Charitable Incorporate Organisation.

The start-up of the Tennis Courts Project with the Big Lottery can now proceed under this new Status. King Davies Solicitors have caused a delay as they didn't realise a CIO was a legal body and required proof; the lease then had to be redrafted and signed by the trustees and not as BRAG, which has all taken time to complete.

Heritage Project can be closed as a BRAG project by end of October. Our last few transactions will need to be audited by Viv Gage.

The transfer date for us to become a CIO, in terms of our accounts, was agreed as 1<sup>st</sup> November. No change to our name and purpose is required by the bank but we did need to inform them of our registration number which Paul will progress. It was decided that

# Treasures Report

**BRAG 04/12/14**

## **Funds**

The accounts have been updated up to the end of Oct. This closes out the accounts for BRAG unincorporated.

A new accounting period has been started for the new BRAG status as CIO, starting on 1<sup>st</sup> Nov 2014.

## **Tennis Courts Project Accounts**

There were conditions we had to satisfy for the grant. The paperwork covering these conditions has now been completed by Dianne and John although further forms were required for the change to CIO which Paul completed. The solicitors had not been aware that a CIO organisation represents a legal body in its own right so had produced an incorrect version of the lease. This has now been corrected and the new lease signed along with Land registry documents. These have all been returned to the Big lottery and we should get a start date soon. John can then progress the project again with the installation company.

An assortment of publicity material has also been ordered for the project.

## **Funding Options**

No further funding options were being progressed while the CIO application was in progress as our status could otherwise have changed part way through an application. Now I am on top of the CIO changes and all the other work in progress I have started looking at funding options again. The solicitors did advise that we should have about £10k of reserves when we take on the tennis courts plus insurance to cover any larger costs although this was before he understood our new legal status. None the less we do need to start building a reserve fund.

I have a meeting with the Big Lottery on Friday 5/12/14 to discuss possible funding. Ideas to put forward at present include the list below but any other suggestions welcome.

1. Way markers for the new walk
2. Picnic furniture for the new walk
3. Funding to put a play area next to the community centre
4. Funding for to support community events and build community spirit
5. Funding to purchase tools for the maintenance of the new walk
6. Funding to complete the miners monument next to the picnic area.
7. Courses such as computing, 1<sup>st</sup> Aid, Committee Member safety, etc.
8. Brown signs for the two run events which each draw over 1000 visitors.
9. Tourist promotion of heritage and nature walks in the area.
10. Heritage Calendars

# BRAG 2014

A Summary of Achievements in the  
BRAG Financial Year  
2013 / 2014

# Agenda

- Welcome
- Summary of Achievements
- Summary of accounts and audit report
- Committee Membership and nominations
- Update on CIO (Charitable Incorporated Organisation)
- Update on Tennis Courts Project
- AOB
- Close

# Events Organised

- BRAG Organised:
  - Halloween Disco on 1st Nov 2013
    - Prizes awarded to the most creative youngsters for the scariest looking jack-o'-lantern pumpkins, as well as the creepiest costumes
    - Disco and entertainment was included.
    - See past events on the village web site for photos of the evening.
  - Beastly Bryn Event
    - Den Building, games and Spooky animal activities
  - Sat Dec 7th
    - Santa toured the village
    - Gifts and photos in the Grotto
    - Much-loved traditional carols with the Maesteg Gleemen
    - Panto Time with Tinsel Tales
    - Mulled wine and mince pies served all night.

# Events (Cont.)

- Guided Walks
- Wind Farm Information Day
- Charity Presentation evening
- Children's Play Scheme
- Burton Run
- Reminiscence evening
- School Project Presentation evening

# Funding

- Funding
  - Lottery Funding for Tennis Court area
  - Business Donations for Bryn Beast
  - Tesco support of Halloween
  - Lottery Funding of School Project

# Publicity and News

- Publicity
  - News Letters
  - Web Sites
  - Flyers
  - Posters
  - News Papers

# Meetings

- BRAG
  - Full Committee Meetings (3)
  - Many more small working party meetings
- PACT (Police And Community Together)
  - These meetings cover the Ward and are held in Cwmavon. Any Residents of the Ward can attend these Meetings. BRAG generally sends a representative each month.
- Projects
  - Meetings with Groundworks
  - Meetings with Council for Tennis Courts Project
  - Meetings with Tata
  - Meetings with Play Scheme
  - Meetings for Bryn Beast
  - Meetings for Burton Run
  - School Project Meetings
  - Council ran meetings on Clean air, planning, community schemes, etc.
  - Swansea Barrage Project
  - Developments that could have a bearing on Bryn such as wind farm proposals
- Funding
  - Meetings with NPT Council for Voluntary Services (We are Full Members of this group)

# Projects

- Tennis Courts
- Nature Walk
- Voluntary work days around the village and the nature reserve
- Daffodils and trees
- Children's Play Area by Community Centre
- Owen Jones

# Accounts

<b>Opening Ballance</b>	<b>£7,365.82</b>
Closing Balance	£3,474.95
Commitments	£1,085.65
Income during the year	£1,170.06
Expenditure during the year	£5,060.93
Breakdown of expenditure	
Publicity, News Letters, etc.	£471.24
Events	£340.30
Projects	£3395.34
Insurance	£789.06
Other (Software)	£64.99

# Update on Tennis Courts Project

AOB?

# Close

- Thank you for attending and for your input