



## COITY HIGHER COMMUNITY COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE COMMUNITY CENTRE, HEOL WEST PLAS, LITCHARD CROSS, BRIDGEND ON THURSDAY 14<sup>TH</sup> FEBRUARY 2019 AT 7.00 PM

Present: Councillors M Williams (Chair)  
A Davies A Hughes  
C Jones  
L Richards  
B Tiltman  
C Walburn (  
A Wathan  
R Young (left the meeting at 9.06 pm)

Apologies: Councillors D Barrington and C Evans

Also Present: Mrs A C Harris, Clerk & RFO  
Mr P Ley, Asst Clerk & FO

127 **DECLARATIONS OF INTEREST**

Councillor	Item	Minute	Interest	Speak/Vote
Bernard Tiltman	Allotment Gardens	130	Tenant	No/No
M Williams	Community Award Forces Fitness	132 128	Personal and Prejudicial interest in one nominee Personal interest	Yes/No
Richard Young	BCBC	All relevant	Member BCBC	No/No

128 **TO RECEIVE A PRESENTATION FROM FORCES FITNESS**

A presentation was given by Sean a member of the Forces Fitness team regarding a community event he is planning to hold on 11th May 2019. Sean requested permission to use Coity playing field for part of the event.

**Resolved:** It was agreed to grant permission subject to the Clerk receiving a full risk assessment and a copy of the event insurance prior to the May ordinary council meeting. It was also agreed that any damage to the field would be repaired, that posters and leaflets would be sent to the Clerk so that Members could circulate them on their social media pages and that a donation would be given to the council.

129 **MINUTES OF THE JANUARY ORDINARY MEETING**

The Minutes of the January 2019 Ordinary Meeting held on 10<sup>th</sup> January 2019 were accepted and approved as a true record of the meeting and the minutes were signed.

**Resolved:** This was noted.

130 **TO CONSIDER MATTERS ARISING FROM THE JANUARY 2019 MINUTES**

**Minute 113 Newsletter**

The Clerk had written to the company employed to distribute the newsletter, but to date had not received a reply. An independent distributor had been employed to carry out the work for a fixed fee and all newsletters have been distributed.

**Minute 114 Provision of Summer Activities**

The Clerk had written to BCBC and had received responses to the questions raised.

**Minute 118 Allotment Garden Container**

The Clerk had written to CVA regarding removal of the contained and to date had not received a reply though there were a few days left to go to the response date. The Clerk had obtained costs for removing the container and its scrap value.

#### **Minute 122 Litchard Referral**

The Clerk had invited BCBC's Traffic Management Officer to the March meeting and had received an email informing the council that another BCBC representative should be invited.

#### **Minute 123 Correspondence**

The Clerk had contacted the Conservators to arrange a meeting but she had been asked to make contact again in March to make arrangements.

**Resolved:** The information and action of the Clerk were noted. The Clerk was asked to raise an invoice to send to the initial newsletter distributor for the cost of the reprints and to see guidance from a solicitor regarding the removal of the container. It was agreed that the cost of the banners for the summer play scheme was too expensive.

#### **131 TO RECEIVE AN UPDATE FROM THE CAP STANDING COMMITTEE AND THE ACTIVE TRAVEL BID**

The Clerk informed Members that the traffic surveys carried out had not been received by BCBC in time to submit them along with the Active Travel Bid. In addition she informed Members that on checking with a representative of BCBC she had been informed that due to staff shortages the traffic surveys have not yet been analysed and have not been submitted as supplementary documents to the bid. She had been informed that if the Welsh Government ask for further information, the surveys would be analysed at that time and submitted.

**Resolved:** The update was noted and it was agreed that given the amount of work put into the bid, it was disappointing that the surveys had not been analysed and submitted.

#### **132 COMMUNITY AWARD 2018**

The Clerk had circulated copies of the nominations received for consideration.

**Resolved:** Following a discussion it was unanimously agreed that the successful recipient of the senior award would be Mr Bill Daniel and the junior award winner would be Miss Megan Casson. The Clerk was asked to write to inform them both and invite them to the March 2019 meeting for a presentation. The Clerk was authorised to purchase gifts for the presentation.

133 PENDRE COMMUNITY CENTRE

An update was given.

**Resolved:** It was agreed to remove this item as a standing item on the agenda until further notice.

134 INDEPENDENT TOWN AND COMMUNITY COUNCIL REVIEW - FIRST STEPS

The Clerk updated members on the first steps to be taken forward by the Welsh Government following the review. These included additional training for Councillors and Clerks, the production of an Annual Report, more public engagement including through social media etc.

**Resolved:** The information was noted.

135 TOWN AND COMMUNITY COUNCIL FUND

The Clerk tabled the criteria for fund applications as a reminder.

**Resolved:** It was agreed that the Clerk would make two separate applications to refurbish the play areas at Pendre Fields and Coity Castle.

136 ELECTORAL BOUNDARY CHANGES - BRIDGEND COUNTY

A discussion on the proposed changes took place.

**Resolved:** It was agreed that Members would respond as a council and that a representative from each ward would meet to draft a response which would be considered at the March meeting.

137 STAFF CONFIDENTIAL

The Clerk and Assistant Clerk were asked to leave the meeting so that staff salaries and contracts could be discussed and the Finance Committee made recommendations.

**Resolved:** The suggested changes recommended by the Finance Committee were agreed and it was agreed that any changes would be effective from 14<sup>th</sup> February 2019. Full Council asked the Finance Committee to meet again to progress their proposals and submit a draft to a future meeting for further consideration.

138 FINANCE AND ACCOUNTS

1.Payment of Cheques

Authority was requested for the payments of the cheques listed in this month's papers, and this was agreed.

2. Budget Monitoring, Accounts & Budgets

The budget monitoring report for January 2019 including the balances were accepted and the budget reviewed.

**Resolved:** All information was noted and authority was given to the Clerk to make the agreed payments.

139 MEMBERS REPORTS

Some Councillors had attended a PACT meeting and the crime figures were discussed. Concerns were raised regarding youths climbing into Coity Castle despite the gates being locked.

**Resolved:** The Clerk was asked to write to CADW to express their concern about this on-going problem and to ask what action they would take?

140 BOROUGH COUNCIL UPDATE

Councillor R Young updated members regarding the police and crime panel budget increase.

**Resolved:** The information was noted.

Note: Standing Orders were suspended at 9.00 pm

141 CLERK'S REPORT

CAT Update

The Clerk gave an update on CAT progress. A section 123 notice had been advertised for the Pendre Fields play area. If no objections are received a lease should be issued. An Expression of Interest form has been completed for the Pendre Fields car park. As regards the other play areas in the 3 wards, the Clerk asked if full council wished to complete and Expression of Interest form following BCBC's CAT Task and Finish Group's agreement last week that Playgrounds/Play Areas would be classed as CAT Priority 2 assets so these will be available to transfer.

In addition the Clerk had now received a guide to the Income and Expenditure associated with the Great Western Avenue playing fields.

New Bench the Dell

The Clerk asked Councillor Young to submit a referral to BCBC to obtain a response to several requests to find out if the proposed drainage works to the Dell had been completed in order for her to be able to progress the installation of a new bench at the site.

**Resolved:** All information was noted. The Clerk was asked to submit and Expression of Interest form for all play areas within the 3 wards of Coity, Litchard and Pendre. Councillor Young asked the Clerk to email him regarding the referral.

**Note:** Councillor Young left the meeting at 9.06pm

142 **CORRESPONDENCE**

All correspondence was noted. Some additional correspondence had been received since the papers had been sent out and with the agreement of the Chair these were tabled at the meeting. The Clerk drew Members' attention to the consultations, surveys and invitations on the correspondence list. A letter of thanks had been received from BCBC for the council's contribution to the Summer Active 4 Life scheme as well as a letter of thanks from two residents for their appreciation of the spring daffodils, the summer hanging baskets, 3 tier tubs and the Christmas decorations. Several emails had been received from residents following receipt of the newsletter.

**Resolved:** The correspondence was noted, most items had been emailed to Members in advance of the meeting. The Clerk was asked to respond to the letter of appreciation and the emails from residents following receipt of the newsletter. In addition it was agreed to defer financial requests from Tenovus Cancer Care, the National Eisteddfod, the Llangollen International Eisteddfod, Marie Curie Cancer Care, Age Cymru Swansea Bay and the Children's Wales Air Ambulance to the March meeting. The letter from Coity Wallia Commoners was acknowledged and the Clerk was asked to invite them to attend the March meeting.

143 **PLANNING MATTERS**

All planning information was noted. One additional planning request had been received since the papers were distributed and with the Chair's agreement this was tabled at the meeting.

**Resolved:** The planning applications and decisions and other information were noted and no objections were made.

144 **ITEMS FOR THE MARCH 2019 ORDINARY MEETING**

- Centenary Trust - Celebratory Idea

To be included in the March Ordinary Meeting if there is space on the agenda, but in April if not:

- Lapel Pins

**Resolved:** Any items raised in the above minutes to be included and anything that may arise during the month.

MEETING OF THE COUNCIL - 14<sup>th</sup> FEBRUARY 2019

145 **DATE & VENUE FOR THE MARCH 2019 MEETING**

Thursday, 14<sup>th</sup> March 2019 at Coity Higher Community Centre to start at 7.00 pm

The meeting closed at 9.11 pm