



## COITY HIGHER COMMUNITY COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE COMMUNITY CENTRE, HEOL WEST PLAS, LITCHARD CROSS, BRIDGEND ON THURSDAY 11<sup>TH</sup> JANUARY 2018 AT 7.00 PM

Present: Councillors M Williams (Vice-Chair)

D Barrington  
A Davies  
C Evans  
C Jones  
A Hughes  
C Walburn

Apologies: Councillors A Dodd, L Richards, A Wathan and R Young

Also Present: Mrs A C Harris, Clerk & RFO

102 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

103 **MINUTES OF THE NOVEMBER ORDINARY AND DECEMBER PRECEPT 2017 MEETINGS**

The Minutes of the Ordinary Council Meeting held on 9<sup>th</sup> November 2017 and the Minutes of the Precept Meeting held on 14<sup>th</sup> December 2017 were accepted and approved as a true record of the meetings and the minutes were signed.

**Resolved:** This was noted.

104 **TO CONSIDER MATTERS ARISING FROM THE NOVEMBER AND DECEMBER 2017 MINUTES**

Defibrillators

CHCC stickers for the sides of the defibrillators have been received from MediTec. Responses from ATS and SA Brains to a request for permission to install the defibrillators at ATS on Coity Road and the Red Dragon on Litchard Hill have been sought.

Dog Waste Bag Dispenser

BCBC have given permission for the Community Council to install a dog waste dispenser on Litchard Playing Fields. The only condition is that the location doesn't interfere with the hedge cutter gaining access to cut the perimeter hedge.

Speedwatch Signs

The Clerk had met with representative of BCBC and held a site meeting at the 3 planned locations for the speedwatch signs. The Clerk updated Members on the recommended locations by BCBC and the estimated costs, totalling £19,663.

Allotment Gardens

Following the request that Coity Village Association removal their metal storage container from the allotment gardens, they are looking into how to remove it.

Following the Community Council's request, the Rights of Way department at BCBC are going to inspect the bottom of Footpath 17 which runs from Heol West Plas into the allotment to consider its extinguishment.

All plots at the allotment are now let and payments have been received.

Bin at the Coity Higher Community Centre Car Park

BCBC have confirmed that they're happy to include the emptying of the new bin on their collection schedule and the bin is on order.

Crime Statistics

The crime figures for September, October and November 2017 were tabled for information.

**Resolved:** The information and action of the Clerk was noted. The Clerk was asked to submit an application to the Town and Community Council Fund for 50% of the funding for the speedwatch signs and to meet with Councillor Jones to determine the best location for the dog waste bag dispenser, purchase it and arrange its installation.

105 TO DISCUSS CAPITAL ASSET TRANSFER

The Capital Asset Transfer available at Pendre Fields was discussed in some detail. Concerns were raised regarding the safety of the Community Centre and who was responsible for it. The Clerk has the contact details of the key holder and was asked to pass them on to Councillor A Davies who will make contact with them to discuss it further and feedback at the next meeting. Further to Guy Smith's attendance at the November meeting he had provided the Clerk with answers to the questions put to him at that meeting.

**Resolved:** A proposal was made and seconded to express an interest to BCBC on transferring the play area to the Community Council. The Clerk would make contact with BCBC to start the process.

106 TO DISCUSS THE TOWN AND COMMUNITY COUNCIL SECTOR REVIEW

The Clerk had emailed and tabled papers relating to this review to Members. It was agreed that a Community Council response was needed rather than individual responses. It was also agreed that a smaller group would meet to draft a response for approval at the February meeting.

**Resolved:** It was agreed that the Chair plus a representative from each ward would meet, those representatives would be Councillors C Jones (Litchard), A Davies (Pendre) and M Williams (Coity). The Clerk would arrange the meeting.

107 TO DISCUSS THE 2017 COMMUNITY AWARD

The criteria for the Community Award had been sent by the Clerk to all Members. It was agreed to go ahead with this award again this year and to advertise it. The closing date would be midnight on Wednesday 7<sup>th</sup> February. Nominations would be considered at the

8<sup>th</sup> February Ordinary Council Meeting and the winner would be invited to attend the March 2018 meeting for a presentation.

**Resolved:** The Clerk would make the necessary arrangements.

108 **TO RECEIVE A COMMUNITY ACCESS PLAN UPDATE**

Councillor A Davies updated Members on the feedback and progress to date. Further information had been given to BCBC and the plan had now been sent out to BCBC Councillors. In the meantime Members were asked to look at the plan to decide what the next priorities are. Councillor C Jones praised the 3 ward Members who had put so much hard work into the report.

**Resolved:** Members would decide on what the next priorities should be for further discussion at the February meeting. It was agreed to consider setting up a Standing Committee to take the plan forward and it was agreed that this would be a February agenda item.

109 **TO DISCUSS BINS AND PLAY AREAS AT PARC DERWEN**

The Parc Derwen provision was discussed and it was agreed to invite representatives of Persimmon, BCBC and the 2 Borough Councillors to a meeting with representatives of the Community Council to discuss this further.

In addition continuing problems with water on Litchard Playing Fields was discussed.

**Resolved:** The Clerk would write and extend an invitation to meet to discuss the Parc Derwen matters with the suggested representatives and write to BCBC regarding the water problems on Litchard Playing Fields.

110 **FINANCE AND ACCOUNTS**

**RESOLVED:**

**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**

That the budget monitoring report for December including the balances and budget for 2017/2018 be accepted. The bank account balances as at 1<sup>st</sup> November was £71,259.13

### 3.Financial Requests

Items numbered 4, 6, 10, 18, 20 and 23 in the Correspondence section are requests for financial donations, it was agreed to defer these to the March 2018 meeting for consideration.

### 4.Finance Committee Meeting

A meeting of the Finance Committee had taken place on 23<sup>rd</sup> November 2017. The meeting had been primarily to discuss the December Precept Meeting and therefore there was only one recommendation to make to Full Council. A Risk Assessment Schedule was tabled for Members and it was unanimously agreed to accept the Schedule.

**Resolved:** All information was noted and authority was given to make the payments listed on the report. Six financial requests were deferred to the March 2018 meeting. It was unanimously agreed to accept the Risk Assessment Schedule tabled.

## 111 MEMBERS' REPORTS

Councillor Davies had attended the One Voice Wales review of T&CC Sector event in Pencoed in early December and gave some feedback on what the event was about and the concerns aired.

Councillor Williams had attended a Boundary Commission presentation on the review process of electoral arrangement at the Civic Offices in early January and updated Members on the information received. The Clerk had received the presentation papers via email and had forwarded them to all Members for information.

Councillor Williams had also attended a Planning Aid Wales event held in late December at the Civic Offices and updated Members on some of the matters discussed.

**Resolved:** The information was noted. It was agreed that the Chair plus a representative from each ward would meet to draft a full council response to the proposed Boundary Commission changes, those representatives would be Councillors C Jones (Litchard), A Davies (Pendre) and M Williams (Coity). The Clerk would arrange the meeting. The Clerk was asked to find out more information about local planning placements.

## 112 BOROUGH COUNCIL UPDATE

There were no Borough Councillors present at the meeting. Councillor A Williams had emailed an update to the Clerk which would be forwarded to Members for their

information. This included concerns about the bottom of Footpath 17 which is muddy and overgrown.

**Resolved:** The Clerk would forward the update from Councillor A Williams to Members. The Clerk would seek an update on previous plans to upgrade this section of path from the Rights of Way Department at BCBC and arrange for the overgrowth to be cut back.

## 113 CLERK'S REPORT

### Resignation

Councillor Richards had informed the Clerk that for personal reasons he had to resign from being the Community Council's representative on the Coity Wallia Board of Conservators, One Voice Wales and the Town and Community Council Forum, so new representatives need to be elected.

### War Memorial

The Memorial in Coity Village needs some maintenance and the scrolls are past repair and painting. There were 3 choices of action:

1. Replace it all
2. To get the scrolling removed and replaced, then prepare and re-paint
3. To remove the scrolling and not replace, then just repair, prepare and re-paint

### Bench Outside Coity Church

The bench needs some minor rust repair and painting with a smooth hammerite paint when the weather improves.

### Footpath No 35

A resident requested in late November that footpath 35, which runs parallel to the boundary of the motorway at the top of Heol Spencer over to Heol Simonston, be cut back and this work has been carried out.

### Black Path

Further to discussion and action by the Community Council in late 2017, a car has been driven down this path and set alight. I've asked the local PCSO to provide me with an update regarding the locking of the gates.

### Christmas Light Coity

A resident requested the removal of the Christmas Lights from the lighting column outside his property and this was re-located.

## MEETING OF THE COUNCIL -11<sup>TH</sup> JANUARY 2018

### Persimmon

Persimmon had been in touch regarding the possibility of the CC adopting a play area on a Westbury site, but on receipt of the exact location it was found to be outside the CC's wards.

### Grit Bin Refill

The grit bin outside the Church on Heol yr Ysgol Coity has been refilled following a request.

### British Youth Council

The Clerk gave an update on the reduction in number and the different e-bulletins now been received.

### Floral Displays 2018

The Clerk asked for authority to go ahead and make the necessary arrangements for the 2018 floral baskets and two planters. She reminded Members that the cost would be exactly the same as 2017 as agreed with the provider last year. This was agreed.

**Resolved:** The information and action of the Clerk was noted. Councillor C Walburn agreed to represent the CC at the One Voice Wales Area Meetings, Councillor C Jones agreed to be the representative on the Town and Community Council Forum and as Councillor L Richards wishes to attend the next Coity Wallia Conservators meeting and then finish it was agreed to elect the replacement representative at a future meeting. The Clerk requested authority, which was granted, to obtain a specialist opinion, obtain quotes and approach the War Memorial grant people to see if there's funding available for the work on the War Memorial and this was agreed. The Clerk was given authority to obtain a quote for repainting the bench in black and to purchase a small plaque. Authority was given for the Clerk to go ahead and instruct the floral basket and planter provider for 2018.

## 114 CORRESPONDENCE

No.	Sender	Details
1.	Bridgend Carers Centre	<ul style="list-style-type: none"><li>• Details of Carers Rights Days Event 29<sup>th</sup> November</li><li>• December newsletter</li></ul>
2.	British Youth Council	<ul style="list-style-type: none"><li>• The Big Give Christmas Campaign</li><li>• One Donation, Twice the Impact</li><li>• Make Young Voices Heard Today</li><li>• Reflecting on 2017 and looking forward to 2018</li></ul>
3.	BCBC	<ul style="list-style-type: none"><li>• Mayor's Citizenship Awards 2018</li><li>• Civic Charity Appeals Standing Committee - Events list and an invitation to A Nearly Christmas Dinner</li><li>• Town and Community Council Fund 2018/19 Letter</li></ul>

MEETING OF THE COUNCIL -11<sup>TH</sup> JANUARY 2018

		<ul style="list-style-type: none"> <li>and Application Form</li> <li>• Precept Request 2018/19 letter and confirmation of receipt of precept request amount and bank details from Coity Higher Community Council</li> <li>• Diversion of Footpath 4 Order</li> <li>• Diversion of Footpath 17 Order (objections by 29/1/18)</li> <li>• Offer of copy of revised electoral register published on 1<sup>st</sup> December 2017</li> <li>• Christmas greeting from the Mayor of Bridgend</li> <li>• Notice of Licensing Department consultation on proposed changes to the age policy guidelines and testing regime for taxis and private hire in the Borough (ends 31<sup>st</sup> January 2018)</li> <li>• Request to include T&amp;CC Charter on the Community Council's January or February agenda</li> <li>• Street trading consent application for Geoff's Fresh Fish sales in the Borough</li> </ul>
4.	<b>One Voice Wales</b>	<ul style="list-style-type: none"> <li>• Statement re. 21<sup>st</sup> Century Schools and Education Programme</li> <li>• Major Trauma Consultation</li> <li>• Welsh Government Public Appointment Vacancies</li> <li>• Christmas letter from the Chair</li> <li>• November and December 2017 News Bulletin</li> <li>• Latest News and Stories from Natural Resources Wales</li> <li>• NRW Funding and Support 2017/18</li> <li>• Welsh Ambulance Service - request for donation in support of The Ambulance Service Charity (TASC)</li> <li>• Public Appointment Vacancies - Community Health Councils</li> <li>• Tackling Loneliness Amongst Older People</li> <li>• Christmas e-card</li> <li>• T&amp;CC Consultation Events - Next Steps</li> <li>• Age Cymru EnvisAGE - tackling loneliness among older people</li> <li>• Training list up to July 2018</li> </ul>
5.	<b>BAVO</b>	<ul style="list-style-type: none"> <li>• November 2017 Funding E-bulletin</li> </ul>
6.	<b>Cancer Information and Support Services South West Wales</b>	<ul style="list-style-type: none"> <li>• Request for donation. General letter no amount specified</li> </ul>
7.	<b>Disability Arts Cymru</b>	<ul style="list-style-type: none"> <li>• What's On E-News x 5</li> <li>• Re-scheduling of AGM to 1<sup>st</sup> December 2017</li> </ul>
8.	<b>Awen Cultural Trust</b>	<ul style="list-style-type: none"> <li>• Information about B-Leaf Services</li> </ul>
9.	<b>Coychurch Crematorium</b>	<ul style="list-style-type: none"> <li>• Details of Christmas Service and an invite to the Chair to attend on 14<sup>th</sup> December 2017</li> </ul>
10.	<b>Noah's Ark</b>	<ul style="list-style-type: none"> <li>• Winter Newsletter 2017</li> </ul>



MEETING OF THE COUNCIL -11<sup>TH</sup> JANUARY 2018

		<ul style="list-style-type: none"> <li>Letter regarding funding. No amount specified, general letter</li> </ul>
11.	SLCC	<ul style="list-style-type: none"> <li>Clerk Magazine November 2017</li> </ul>
12.	Clerks & Councils Direct	<ul style="list-style-type: none"> <li>November 2017 Magazine</li> </ul>
13.	Glasdon	<ul style="list-style-type: none"> <li>Brochure</li> </ul>
14.	Coity Village Association	<ul style="list-style-type: none"> <li>Thank you for the donation to Christmas lunches for the Senior Citizens</li> <li></li> </ul>
15.	Pit Pony Charity	<ul style="list-style-type: none"> <li>Newsletter no 79</li> </ul>
16.	Welsh Government	<ul style="list-style-type: none"> <li>Section 137 Expenditure Limit for 2018-19 (£7.86)</li> <li>Consultation on the proposal that healthcare services for people in Bridgend should be provided by Cwm Taf UHB instead of ABMUHB (closes 7<sup>th</sup> March 2018)</li> <li>Review of the T&amp;CC Sector</li> </ul>
17.	FLOPS	<ul style="list-style-type: none"> <li>Thank you from Lyn Cox for donation</li> </ul>
18.	Llangollen International Eisteddfod	<ul style="list-style-type: none"> <li>Request for funding. No amount specified.</li> </ul>
19.	Matthews Confidential Shredding	<ul style="list-style-type: none"> <li>Details of service offered</li> </ul>
20.	Eisteddfod yr Urdd 2018	<ul style="list-style-type: none"> <li>Request for funding for the Brecknock and Radnor event 2018</li> </ul>
21.	Grow Wild	<ul style="list-style-type: none"> <li>December Update</li> </ul>
22.	Litchard Primary School	<ul style="list-style-type: none"> <li>Draft letter regarding setting up an allotment garden at the school to be sent out to our Allotment Garden tenants</li> </ul>

With the consent of the Chair the following items of correspondence were added as they were received after the meeting's papers had been distributed

No.	Sender	Details
3.	BCBC	<ul style="list-style-type: none"> <li>Civic Charity Appals Standing Committee - Lunch at the Hi Tide Inn with TV Personality Beti George</li> </ul>
4.	One Voice Wales	<ul style="list-style-type: none"> <li>Details of Public Appointment vacancies - closing date 11<sup>th</sup> February 2018</li> <li>Consultation Document on Statutory Guidance for Local Authorities on Public Toiles - closing date 4<sup>th</sup> April 2018</li> </ul>
23.	National Eisteddfod Cardiff 2018	<ul style="list-style-type: none"> <li>Letter regarding funding. No amount specified.</li> </ul>

The Clerk drew Members attention to the Diversion of Footpath 17 Order, the offer of a copy of the revised electoral register, the Licensing Department at BCBC's joint

consultation, the request to include the T&CC Charter on the February agenda, the Street Trading Consent Application, a consultation on the Proposal about the provision of healthcare services in the Borough and the Litchard Primary School letter re an allotment garden.

**Resolved:** The correspondence was noted and most items had been emailed to Members in advance of the meeting. It was agreed to include the T&CC Charter on the February agenda. It was agreed to write to the allotment tenants regarding Litchard Primary's request.

#### 115 PLANNING MATTERS

Reference	Proposal	Location
<b>Applications:</b>		
P/17/960/FUL	Two storey rear extension	22 Litchard Terrace Litchard CF31 1PL
P/17/946/FUL	Alteration of approved dwelling to include rear conservatory	Plot 65 Bryn y Garreg Cae Hendre Coity CF35 6HB
P/17/952/FUL	Proposed replacement of storage building with new two storey house	Land north of Meadow Cottage 5 Smallholdings Coity CF35 6BW
P/17/985/LAE	Certificate of lawfulness for an existing storage shed in conjunction with residential unit	The Hollies Heol yr Ysgol Coity CF35 6BL
P/17/1065/FUL	Rebuild stone faced boundary retaining wall on alignment of existing lower level wall, regrade garden behind and inclusion of land into curtilage	The Old Bakery 6 St Christopher's Court Coity CF35 6DB
<b>Decisions:</b>		
P/17/984/LAP	Certificate of lawfulness for a proposed garage to rear garden  <b>Decision: LAP refused</b>	27 Ffordd y Grug Coity CF35 6BQ
P/17/960/FUL	Two storey rear extension  <b>Decision: Conditional Consent</b>	22 Litchard Terrace Litchard CF31 1PL
P/17/953/LAP	Certificate of lawfulness for proposed ground floor rear extension	20 Bracken Way Litchard CF31 1YQ

MEETING OF THE COUNCIL -11<sup>TH</sup> JANUARY 2018

	<b>Decision: LAP approved</b>	
<b>P/17/948/LAP</b>	Certificate of lawfulness for the proposed conversion of part of double garage into a habitable room  <b>Decision: LAP approved</b>	15 Trem y Llwyfen Parc Derwen Coity CF35 6GG
<b>P/17/841/LAP</b>	Approval of details for condition 10 of P/16/985/FUL (construction method statement)  <b>Decision: DOC agree</b>	Parc Farm Buildings Heol Spencer Coity CF35 6AS
<b>P/17/840/DOC</b>	Approval of details for condition 2 of P/16/985/FUL (materials)  <b>Decision: DOC agree</b>	Parc Farm Buildings Heol Spencer Coity CF35 6AS
<b>P/17/821/DOC</b>	Approval of details for condition 7 and 8 of P/16/985/FUL  <b>Decision: DOC agree</b>	Parc Farm Buildings Heol Spencer Coity CF35 6AS
<b>P/17/820/DOC</b>	Approval of details for condition 12, 15 and 16 of P/16/985/FUL  <b>Decision: DOC agree</b>	Parc Farm Buildings Heol Spencer Coity CF35 6AS
<b>P/17/819/DOC</b>	Approval of details for condition 5 and 6 of P/16/985/FUL  <b>Decision: DOC agree</b>	Parc Farm Buildings Heol Spencer Coity CF35 6AS
<b>P/17/818/DOC</b>	Approval of details for condition 18 of P/16/985/FUL  <b>Decision: DOC agree</b>	Parc Farm Buildings Heol Spencer Coity CF35 6AS
<b>P/17/778/FUL</b>	Rear single storey extension and flat roof dormer extension  <b>Decision: Conditional Consent</b>	21 Pwll Evan Ddu Coity CF35 6AY
<b>P/17/602/FUL</b>	Retention of a wooden storage shed in rear garden for work tools and equipment 4m x 6m x 2.8m  <b>Decision: Withdrawn</b>	4 Anglia Close Litchard CF31 1QX
<b>P/17/448/NMA</b>	Non material amendment to P/13/246/OUT - variation of conditions 9,10 and 14 to approve a revised landscaping scheme  <b>Decision: Withdrawn</b>	Land at Brackla Industrial Estate Brackla CF31 2AN

## MEETING OF THE COUNCIL -11<sup>TH</sup> JANUARY 2018

<b>P/17/344/FUL</b>	Re-build stone faced boundary retaining wall on alignment of existing lower level wall and re-grade garden behind  <b>Decision: Withdrawn</b>	The Old Bakery 6 St Christopher's Court Coity CF35 6DB
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### 2. Planning Aid Wales

- Planning 4 Communities - November newsletter
- Planning Workshop for T&CC 18<sup>th</sup> December Bridgend - Cllr M Williams attended
- The New Planning Code for Wales - Planning Law in Wales Event 6<sup>th</sup> February 2018 Cardiff
- Network Event - 23<sup>rd</sup> January 2018 Cardiff

### 3. Other Planning Matters (details sent out via email to Councillors)

- One Voice Wales - Details of a consultation on Planning Law in Wales which closes on 1<sup>st</sup> March 2018
- Proposal to make a regulated alteration to Coychurch Primary in the form of an enlargement

**Resolved:** The planning applications and decisions and other information was noted.

### 116 ITEMS FOR THE FEBRUARY 2018 AGENDA

- To discuss the Town and Community Council Charter
- Feedback from the sub-group on the T&CC Sector Review and the Boundary Commission Review Process of Electoral Arrangements
- To consider setting up a Standing Committee
- To consider replacement nets for the goals at Coity Playing Field

**Resolved:** The information was noted.

### 117 DATE & VENUE FOR THE FEBRUARY 2018 MEETING

Thursday, 8<sup>th</sup> February 2018 at 6.30 pm at Coity Higher Community Centre.

The meeting closed at 8.38 pm