



COITY HIGHER COMMUNITY COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE COMMUNITY CENTRE, HEOL WEST PLAS, LITCHARD CROSS, BRIDGEND ON THURSDAY 8TH MARCH 2018 AT 6.30 PM

Present: Councillors M Williams (Vice-Chair)

D Barrington
A Davies
L Richards
C Walburn

Apologies: Councillors A Dodd, C Evans, C Jones, A Hughes, A Wathan and R Young

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

134 **DECLARATIONS OF INTEREST**

No interests were declared.

135 **TO RECEIVE MR & MRS H THOMAS FOR A COMMUNITY AWARD PRESENTATION**

Mr Hopkin Thomas was welcomed to the meeting by the Vice-Chair to receive the Community Award 2017 for his services to the 3 wards of Pendre, Litchard and Coity over the last 33 years as a Councillor, 23 as Chair of Coity Higher Community Council. Mr Thomas was presented with a shield and a presentation gift. The Vice-Chair gave a congratulatory speech and Mr Thomas reciprocated with a speech of thanks.

136 **MINUTES OF THE FEBRUARY 2018 ORDINARY MEETING**

The Minutes of the Ordinary Council Meeting held on 8th February 2018 were accepted and approved as a true record of the meeting and the minutes were signed.

Resolved: This was noted.

137 **TO CONSIDER MATTERS ARISING FROM THE FEBRUARY 2018 MINUTES**

Minute 121

Defibrillators

These were installed at the two sites just outside Pendre and in Litchard on Tuesday. The design is different to the original 4 the CC installed and bilingual plaques will be erected next to them saying provided by Coity Higher CC and the logo.

Dog Waste Bag Dispenser

This is being installed just sometime 14th March.

Capital Asset Transfer

Councillor Barrington had reported a broken window at Pendre Community Centre to the Clerk last week, which the caretaker said would be inspected that day. There had been no feedback following the CAT meeting held on 7th March.

Meeting re Bins and Play Areas Parc Derwen

A meeting had now been set up with representatives of BCBC, Persimmon, the local ward member for Coity and the Chair and Clerk of the Community Council on 27th March.

MEETING OF THE COUNCIL - 8th March 2018

Footpath 17

No update available from BCBC due to illness and job vacancy.

Correspondence - Litchard Primary School Request

No expressions of interest had been received following the letter sent to allotment tenants, in helping the children with their school allotment plot.

Minute 124

Replacement Nets for the Goal Posts at Coity Playing Field

The advice from the HSE was to talk to the local public protection officer and they directed me to the Parks Department at BCBC. I am waiting for their response but in the meantime will arrange for the net to be taken down.

Minute 126

Full Council Response to the Boundary Commission Review

The CCs response has been submitted and an email has been received asking for evidence to support the suggestions made.

A request has been submitted to Electoral Services at BCBC regarding the proportionality of Community Councillors in wards with large population growth and they advised that the enquiry should be submitted as part of the above review.

Minute 127

Finance Committee Meeting

An update was given on the two new bins and the bench maintenance.

Obtaining quotations for the roadway into the allotment garden was proving difficult. Further guidance was requested by the Clerk.

Minute 130

Clerk's Report - Clerks Meeting BCBC

Confirmation has now been received by OVW that it would not be possible for the Clerk to be the DPO. Therefore we will need to recruit a suitable external person/company to undertake this role. However the advice also says not to jump too quickly at the moment as representations are being made to MPs by NALC regarding smaller public bodies.

Minute 131

Street naming Parc Farm. Following the CCs objection to the name Clos de Londres and the suggestion of Parc y Ffern, the suggestion has been accepted by the developer and BCBC.

Resolved: The information and action of the Clerk was noted. It was agreed to defer the Boundary Commission Review to the April agenda.

138 TO RECEIVE AN UPDATE FROM THE CAP STANDING COMMITTEE

Councillor Davies had accepted the role of Chair of the Committee and gave an update and made the recommendations from the last meeting.

- A list of the Terms of Reference including meetings being held every other month and the Chair to be elected each year at the Annual Full Council Meeting.
- To discuss the current situation with BCBC and review the plan.
- 3 short term and 3 long term projects had been identified - short term: install a bench in the park at the top of Springfield Gardens, urgently request a guard rail to be installed on the pavement edge at Trem y Castell, request access only for vehicles from Coity Wallia Common to Heol Spencer and divert traffic past the prison. Long term: improve lighting and cut back vegetation in the vicinity of the footbridge at Litchard Playing Fields, install a play area at Rushfield Gardens, resurface footpath 52a from Heol Spencer to the Prison entrance. In addition other items on the plan were identified that the Clerk could address.
- To discuss continued dialogue with residents

Resolved: A vote was taken on all recommendations which were agreed and accepted. The Clerk would address the urgent request for a guard rail at Trem y Castell.

139 TO DISCUSS HEALTH AND SAFETY

The Clerk had attended a OVW Health and Safety course and raised some action points to be considered. These were discussed.

Resolved: The Assistant Clerk would speak to the CCs insurers regarding risk assessments of owned land and play equipment and the Clerk would seek advice from BCBC too. Both Members of staff to attend a Manual Handling course. A policy would be put in place and Health and Safety would be included on the agenda twice a year.

140 TO CONSIDER A REPRESENTATIVE FOR THE COITY WALLIA BOARD OF CONSERVATORS

Resolved: This item was deferred to the May Annual Meeting.

141 TO CONSIDER THE DEFERRED FINANCIAL REQUESTS FOR 2017/2018

A list of deferred requests were tabled along with a copy of each request. Consideration was given to each one, proposals made and seconded and votes taken.

Resolved: The following donations would be made: Marie Curie Bridgend £180, Bridgend Samaritans £200, Children's Wales Air Ambulance £160, Cancer Information Support Services £160. It was agreed to defer a request for the 2018 Choirs in the Castle and Disability Arts Cymru to the new financial year.

142 TO DISCUSS BUDGET INFORMATION FOR THE WEBSITE

Resolved: It was agreed to publish the budget for 2018/19 on the Community Council's website.

143 TO RECEIVE AN UPDATE ON THE PARC FARM DEVELOPMENT

Councillor Williams gave an update on progress and matters of concern.

Resolved: It was agreed that the Clerk would write to Wales & West to express their disappointment and concerns and invite them to a future Community Council meeting. In addition it was agreed to invite BCBC planning to a separate future meeting.

144 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. One of these was the renewal of One Voice Wales Membership which was discussed.

2.Budget Monitoring, Accounts & Budgets

That the budget monitoring report for February including the balances and budget for 2017/2018 be accepted. The bank account balances as at 1st January 2018 was £46,947.32

Resolved: All information was noted and authority was given to the Clerk to make the agreed payments. Authority was also given to renew the Community Council's One Voice Wales Membership.

145 MEMBERS' REPORTS

Resolved: There was nothing to report.

146 BOROUGH COUNCIL UPDATE

Councillor Amanda Williams had provided an email update. Councillor Davies said she wanted to note her thanks to the local people who volunteered to transport people in their 4x4s to hospital appointments during the recent snow.

Resolved: Councillor Williams' email would be forwarded to everyone for information. Councillor Davies' appreciation was noted.

147 CLERK'S REPORT

Centenary Fields in Trust

The Clerk updated Members on the progress being made.

Noticeboard Planning Application

Following submission of the application and a request for further information from Planning at BCBC the application was now awaiting approval.

Town and Community Council Fund

The application had been submitted for the speed watch signs.

Safe Routes Communities Bid

CHCC submission made to the Welsh Government on 2nd February. If the funding bid is successful the scheme could be delivered in 2018/19

Request from Cherie

A request has been received via Councillor Jones to install a litter bin on the footpath leading from Ffordd y Parc Litchard onto Litchard Hill.

Update Top of Footpath 17

The Clerk had received an update from Councillor Vidal that during the advertising period for the diversion of this footpath a number of objections were received and BCBC must now reply to all objectors to seek their withdrawal. If this is not resolved by BCBC it will be forwarded to the Welsh Government for determination. The proposed new route will carry on past the end of the cul de sac on the Llanmoor site. Until these objections are resolved the footpath will continue to pass through Kimberley Bungalow.

Resolved: The information and action of the Clerk was noted. The Clerk was authorised to proceed with the installation of a litter bin subject to the necessary permissions from BCBC and to circulate the update re footpath 17 to all Members.

148 **CORRESPONDENCE**

All correspondence was noted including, with the consent of the Vice-Chair, some additional correspondence which was tabled as it was received after the meeting's papers had been distributed.

The Clerk drew Members' attention to the consultations, surveys and invitations on the correspondence list. Choirs in the Castle had requested to use the village playing field for car parking and requested funding for a mini skip outside the castle for rubbish at the event. In addition the Project Co-ordinator for Bridges into Work had requested permission to advertise the services in the Community Council's noticeboards and to attend a future meeting to give a short presentation on the project. The Clerk had received a letter regarding an increase of 6% to photocopying costs if the CC does not change their method of payment to direct debit.

Resolved: The correspondence was noted, most items had been emailed to Members in advance of the meeting. It was agreed to give provisional permission to Choirs in the Castle to use the field subject to a written risk assessment, receipt of an event plan including details of how vehicle damage to the field would be repaired and a copy of their public liability insurance. Minute no 141 had noted the outcome of the request for a donation towards a skip for the event. It was agreed that Bridges into Work could give the Clerk notices to put up in the noticeboards and to invite them to a future meeting. The Clerk was asked to write to the photocopier supplier to let them know that the CC do not agree to their request.

149 **PLANNING MATTERS**

Resolved: The planning applications and decisions and other information were noted.

150 **ITEMS FOR THE APRIL 2018 AGENDA**

- Request for evidence from the Boundary Commission Review

Resolved: The information was noted. It was agreed to include the request for a financial donation from Choirs in the Castle and Disability Arts Cymru in the Finance Item of the April agenda.

151 **DATE & VENUE FOR THE APRIL 2018 MEETING**

Thursday, 12th April 2018 at 7.00 pm at Coity Higher Community Centre.

The meeting closed at 8.27pm