



COITY HIGHER COMMUNITY COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE COMMUNITY CENTRE, HEOL WEST PLAS, LITCHARD CROSS, BRIDGEND ON THURSDAY 14TH SEPTEMBER 2017 AT 7.00 PM

Present: Councillors A Wathan (Chair)

D Barrington
A Davies
A Dodd
C Evans
C Jones
A Hughes
L Richards
C Walburn
M J Williams
R Young

Apologies: None

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

53 **DECLARATIONS OF INTEREST**

The following interests were declared:

Councillor	Item	Minute	Interest	Speak/Vote
Mr R Young	All BCBC Matters incl. Communities Directorate	All relevant	Member BCBC	Yes/No

54 **MINUTES OF THE JULY ORDINARY 2017 MEETING**

The Minutes of the Ordinary Council Meeting held on 13th July 2017 were accepted and approved as a true record of the meeting and the minutes were signed.

Resolved: This was noted.

55 **TO CONSIDER MATTERS ARISING FROM THE JULY 2017 MINUTES**

RESOLVED:

Allotment Gardens

The Clerk informed Members that she had delayed the communal shed clear out until the autumn so that it could be included in the tenancy renewal letter to save postage costs.

All taps had been inspected and two had been replaced, a section of upstand pipe had been replaced.

A suggestion had been made by a tenant to include a condition in this year's tenancy agreement that no tenant should access another's tenant's plot unless they too are also present.

The Black Path

Following a report that the gates are currently unlocked the Clerk had contacted the local Health Board. It seems that the responsibility locking the gates lies with the owner of North Lodge. The Clerk was asked to write to the occupant to find out why they are no longer being locked.

Defibrillator Update

Permission has now been received from ATS to place the defibrillator on the outside of their building just outside of the Pendre ward.

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Crime Statistics

The crime figures for May and June 2017 were tabled for information.

Code of Conduct Training

Councillor Luke Richards had recently attended Code of Conduct training.

Skate Park

Two basic skate park plans were tabled for Members along with estimated costs. The Clerk was asked to find out the height of the equipment and to include on the October agenda for further discussion and consideration of a public consultation.

Swing quote Litchard Play Area

The Clerk had experienced difficulty in contacting the company that had installed the new equipment to request a quote, but would persevere.

Funding Request Parish of Coity

A decision on this funding request was discussed and it was agreed to donate £200.

Community Access Plan Report

The plan has been sent to BCBC and request had been made to include the relevant parts into the Active Travel Plan. Councillor M Williams explained the list of 9 priorities included in the plan. In total there is a list of 37 recommended tasks, some were simple others were complex. The next step was to meet with the BCBC representatives to discuss the findings and agree the way forward, then to publish the achievement and spreadsheet on the Community Council's website and facebook page.

Daffodil Planting

The bulbs had now been purchased and delivered and the Parc Derwen volunteers who helped in 2016 had agreed to help again this year.

It was agreed to plant 3 sacks in Pendre, two in Parc Derwen and 1 in Coity. Councillor Davies would attempt to find volunteers for Pendre and the Coity Councillors would plant in Coity. The Clerk would contact the ex Chair to pull together a plan of the locations of the daffodils that are already planted in the wards.

Christmas Decorations/Lights

All permissions had now been sought and agreed by BCBC and Persimmon to use the relevant lighting columns.

Audit Report

A qualified audit has been given to the Community Council because of 1 point, that the Council did not minute in the year 2016/17 that they'd agreed to adopt the Code of Conduct. The Clerk appealed and showed the auditors that 10 out of 11 Councillors had received Code of Conduct training since May 2017 that all councillors sign a declaration to abide by the Code when they accept office and that the adoption had been made at the 2017 Annual Meeting, but the appeal had not been successful.

Street Naming - old Coety School site

Two names had been put forward by Councillors to consider and Maes Glyndwr had been submitted.

Footpath 17

The Rights of Way department at BCBC have placed a work order with the Highways department today to remove the spikes protruding from this path.

Resolved: The information and action of the Clerk was noted. The Clerk would write to the owner of North Lodge. It was agreed that the two defibrillator installations would now go ahead in Pendre and Litchard. The Clerk would find out the height of the skate park equipment and include on the October agenda for further discussion. That £200 would be donated to the request for Coity Church Hall, volunteers would be sought for planting in Pendre and the Clerk would liaise regarding planting in Parc Derwen and draft a plan of previous planting and arrange for the CAP leaders to meet with the BCBC representatives to move the project forward to the next step.

56 TO CONSIDER THE DRAFT COMPLAINTS POLICY

RESOLVED:

This draft policy had been distributed prior to the meeting for consideration.

Resolved: It was agreed to adopt this policy.

57 TO CONSIDER COMMUNITY ASSET TRANSFER

RESOLVED:

This was discussed in conjunction with the Town and Community Council Fund.

Resolved: This information was noted.

58 TO CONSIDER THE TOWN AND COMMUNITY COUNCIL FUND 2017/2018

RESOLVED:

The application letter including the criteria was tabled for Members along with a table of CAT priorities for BCBC. The only available transfer within Coity Higher is Pendre Fields and a copy of the site plan and a floor drawing of the pavilion was also tabled. A discussion on possibilities followed.

Councillor Richard Young declared an interest and did not vote on this item.

Resolved: The Clerk was asked to write to BCBC to express an interest in Pendre Fields and enquire about the availability of the 3G pitch in Parc Derwen as an option. Members were asked to consider any future projects for consideration in the February 2017/18 tranche for discussion at the October meeting.

59 FINANCE AND ACCOUNTS INCLUDING FINANCE COMMITTEE REPORT AND RECOMMENDATIONS

RESOLVED:

1.Payment of Cheques

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

The Clerk requested authority to remove the signatures of 8 previous Councillors from the bank accounts and replace with the signatures of serving Councillors.

The 8 signatories to be removed were: Mr J Enos, Mr D A Clemett, Mr J H Thomas, Mr M C James, Mrs J A Brett, Mrs M Williams, Mrs E Dodd, Mrs C Webster

The new signatories to be added were: Councillors C Evans and A Hughes

Existing signatories, Mr A Wathan and Mr M Williams, would remain.

2.Budget Monitoring, Accounts & Budgets

That the budget monitoring reports for June, July and August including the balances and budget for 2017/2018 be accepted. The bank account balances as at 1st July was £81,860.04

3.Finance Committee Report and Recommendations

The newly formed Finance Committee had met for the first time on 7th September. The Chair, Councillor M Williams, gave a short report and made the Committee's recommendations to full council which were all agreed. They were:

- The budget was reviewed and there were no risks identified.
- The Financial Regulations were reviewed and it was agreed that no amendments were necessary at this time.

- It was agreed to recommend to full council that the Chair of the Finance Committee would review funding opportunities when details are circulated to Members.
- That the budget for Christmas 2017 should be increased using some of the Council's reserve to £10,000. That 6 solar lit Christmas trees would be erected at Trem y Castell this year that 8 new decorations should be purchased for Heol West Plas and that in 2018 purchases would be made for one of the other wards and so on. Solar lit Christmas trees would also be erected in Pendre, Litchard and Parc Derwen as last year.
- The Clerk was asked to contact BCBC to find out further information about what assets are available for consideration, to aid the discussion at the next full council meeting.
- Councillors C Evans and A Hughes agreed to be the additional signatories on the Community Council's bank accounts. The Assistant Clerk would prepare the necessary paperwork. It was agreed to recommend to full council that the Clerk is paid by standing order.
- To increase the rent of a full plot at the allotment gardens to £30 a year in order to cover the basic costs of water supply and grounds maintenance.

Resolved: All information was noted and authority was given to make the payments listed on the report, to remove the 8 signatories from the bank accounts and to add the 2 signatories new to the bank accounts. All 7 recommendations by the Finance Committee to the full council were reported and agreed by the full council.

60 MEMBERS' REPORTS

RESOLVED:

No reports were given this month.

Resolved: The information was noted.

61 BOROUGH COUNCIL UPDATE

RESOLVED:

Councillor R Young gave some updates. Councillor A Williams had been invited to attend to give a report but had sent apologies. However she had submitted a detailed report which the Clerk read out.

Resolved: The information and action was noted.

62 CLERK'S REPORT

RESOLVED:

Weeds around along the pavement edge around the castle

Despite several requests to BCBC the work has not been carried out, the Clerk would continue to make the request.

CADW

The Clerk had requested CADW trim the hedge around the side of the castle. The front had been trimmed some weeks before, but they could not get access to the side because of parked vehicles at the time. The Clerk would submit the request again.

Dog waste bag dispenser for Litchard Fields

Despite asking BCBC several times if they are agreeable to us placing one at Litchard Fields the Clerk had not received a reply.

Tree Planting

Persimmon have said they will not replace the missing beech trees on the main pathway along the front of Litchard Fields. The on-going request by the Clerk for assistance regarding tree planting in Coity Higher has still not received a response.

Noticeboard Coity

This 2 x A4 noticeboard in Coity which is on the wall of the Six Bells is not sufficient for the Community Council's needs during elections, audit and busier times of the year. We have a duty to publish our papers and the Clerk suggested moving this board to the Allotment Garden so make communication with tenants easier and purchasing a new larger board to be placed in a more central location in the village.

Bracken

The Clerk has written to Coity Wallia Conservators to ask that the issue of the bracken on the stretch of common south of the motorway, particularly at Pen yr Heol, be dealt with.

The repair to the end gable to the bus stop on Heol Spencer had now been repaired.

Footpaths 16, 23 and 23a Litchard

Rights of Way had requested that footpath 23a from the Litchard play area to the railway bridge, footpath 16 to the bottom of the bridge and the first 200 metres of footpath 23 from the railway bridge up to the tree line be cut back and the work has been carried out.

Land Litchard Hill

Is looking very untidy again. The Clerk has instructed the grounds maintenance contractor to tidy it up.

Blue Plaques

This would be considered at a later date.

Remembrance Wreaths

The Clerk requested authority to purchase 2 wreaths, 1 for the Community Council and 1 for Coity Church which will be reimbursed.

Resolved: The information and action of the Clerk was noted. Authority was given to purchase the remembrance wreaths, the Coity Village noticeboard would be placed on the October agenda for discussion, the Clerk was advised to speak to the County Borough Councillor for Litchard to seek assistance with getting a reply re. the dog waste bag dispenser and to continue to try and obtain assistance re tree planting.

63 CORRESPONDENCE

RESOLVED:

No.	Sender	Details
1.	BAVO	<ul style="list-style-type: none"> • Big Lottery Fund • Latest BAVO Training E-bulletin Full of Autumn Courses • Community Facilities Programme - reopened for new applications
2.	British Council Youth	<ul style="list-style-type: none"> • Members Mailing no 213 and 214
3.	BCBC	<ul style="list-style-type: none"> • Comic Relief - BAVO Core Strength Grant • Appeals Standing Committee: Cheese & Wine Evening 6th September 2017 • Bridgend Volunteer Achievement Awards 2017 • Appeals Standing Committee: Afternoon Tea 20th August 2017 • Temporary Road Closure Heol Spencer Coity Order 2017 • Welsh Government Youth Support Grant 2017/18 • Heritage Lottery Funding Surgery at BAVO • Preliminary Proposals for the Partial Removal of Pedestrian Order Bridgend Town Centre • Invite to the Chair and Consort to attend the Mayor's Civic Blessing Service on 17th September 2017 • Town & Community Council Fund 2017/18 Letter • Adult Community Learning Booklet • Temporary Road Closure Order Heol Spencer • *Temporary Footpath Closure Order Footpath 4
4.	One Voice Wales	<ul style="list-style-type: none"> • Seminar: Using alternative delivery models to deliver public services • Latest news and stories from Natural Resources Wales

		<ul style="list-style-type: none"> • What's Stopping You From Being an AM? • Public Appointments 11 • Federation of City Farms & Community Garden Events • One Voice Wales August 2017 Bulletin • Environet Cymru Information • Consultation on the proposed Autism (Wales) Bill • Plant a Tree Charter Legacy Tree • Cymraeg 2050 Grant Scheme • Heritage Impact Statement in Wales - Reminder • Digital Potential Research • Environet Cymru E-Newsletter August 2017 • Federation of City Farms & Community Gardens Newsletter • Building a New Economy in Wales • Good Practice Exchange - Calendar of Events & Outputs 2017/18 • #Talk Valleys information and link to the plan 'Our Valleys, Our Future' • The Ombudsman's Casebook - Issue 29 • Consumer Council for Wales Annual Review 2016/17 • BS 5709 Gaps Gates & Stiles Revision Open for Comments until 19th September 2017 • One Voice Wales July 2017 Bulletin • Link to summary of responses to the consultation on proposals to ban the use of plastic microbeads in cosmetics and personal care products in the UK • Older People's Commissioner for Wales July 2017 Newsletter • Consultation on Electoral Reform - closes 10th October 2017
5.	Welsh Government	<ul style="list-style-type: none"> • Clustering: setting up of joint arrangements • National Development Framework for Wales Update
6.	ABM - CHC	<ul style="list-style-type: none"> • Correspondence re: White Paper - Services Fit for the Future • News Chronicle August 2017
7.	Crossroads Care	<ul style="list-style-type: none"> • Invitation to an Annual Public Meeting 3rd October 2017 in Porthcawl and a Christmas Social on 28th November 2017 at the Hi Tide Inn
8.	NALC	<ul style="list-style-type: none"> • Reform of data protection legislation which come into force 25th May 2018
9.	Maesteg Town Council	<ul style="list-style-type: none"> • Invite to the Chair & Consort to attend Maesteg Civic Service on 6th August 2017
10.	Pencoed Town Council	<ul style="list-style-type: none"> • Invite to the Chair & Consort to attend Pencoed Civic Service on 1st October 2017
11.	Clerks & Councils Direct	<ul style="list-style-type: none"> • July 2017 magazine

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12.	Noak's Ark	<ul style="list-style-type: none"> • Summer Newsletter 2017
13.	SLCC	<ul style="list-style-type: none"> • The Clerk Magazine July 2017 issue
14.	The Pit Pony Sanctuary	<ul style="list-style-type: none"> • Newsletter no 77
15.	Network Rail	<ul style="list-style-type: none"> • Letter informing the CC that work will be carried out on 31st July on the Aberthaw to Bridgend line as part of the Railway Upgrade Plan.
16.	Dogs Trust	<ul style="list-style-type: none"> • WAG magazine
17.	Grow Wild	<ul style="list-style-type: none"> • August update
18.	Go Safe	<ul style="list-style-type: none"> • Latest Update August 2017
19.	Bridgend Carers Centre	<ul style="list-style-type: none"> • Latest Update

With the consent of the Chairman I would like to add the following as they were received after the meeting's papers had been distributed

No.	Sender	Details
2.	British Youth Council	<ul style="list-style-type: none"> • Member Mailing no 215
3.	BCBC	<ul style="list-style-type: none"> • Temporary Road Closure Wildmill Lane with diversion via Coity Road, Litchard Cross and Litchard Terrace
4.	One Voice Wales	<ul style="list-style-type: none"> • Job vacancy information •
8.	NALC/SLCC	<ul style="list-style-type: none"> • September 2017 edition of The Clerk magazine
11.	Clerks & Councils Direct	<ul style="list-style-type: none"> • September 2017 magazine
20.	Bridgend Town Council	<ul style="list-style-type: none"> • Invite to the Chair and Consort to attend a Civic Service on 24th September 2017
21.	Deafblind Cymru	<ul style="list-style-type: none"> • Email offering free deafblind awareness talks in the local area. Either a quick informal chat or a more formal, structure, hour long awareness session.

* Councillor Martin Williams asked the Clerk to pass on his opposition to this extension as he felt that failure to plan effectively is not a valid reason to prolong this closure.

Resolved: The correspondence was noted. It was agreed that Members were happy to receive a quick informal chat from Deafblind Cymru and Councillor A Davies would find out more details. The Clerk would find out more about the reform of Data Protection Legislation and how it will affect the Community Council. The Clerk explained the Clustering: setting up of joint arrangements in more detail.

64 PLANNING MATTERS

RESOLVED:

Reference	Proposal	Location
Applications:		
P/17/591/FUL	Single Storey front, side and rear extension	13 Heol Tysant Litchard CF31 1PB
P/17/567/FUL	Convert garage into a dining room, involves removal of garage door and replaced with a window	6 Lon yr Helyg Coity CF35 6DD
P/17/608/FUL	Demolition of medical records building and phased construction of new hospital ward facility comprising a ward floor and roof top plant room	Princess of Wales Hospital Access Road Bridgend CF31 1RQ
P/17/602/FUL	Build a wooden storage shed in rear garden for work tools and equipment 4m x 6m x 2.8m	4 Anglia Close Litchard CF31 1QX
T/17/7/CON	Works to several trees including height reduction, coppicing and removal	Old School House Heol yr Ysgol Coity CF35 6BL
P/17/669/FUL	Extend an existing 4 bay agricultural barn into a 5 bay agricultural barn	Byeastwood Farm Coity CF35 6BN
P/17/667/LAP	Certificate of lawfulness for a proposed conservatory	104 Ffordd y Draen Coity CF35 6DQ
P/17/686/RLX	Further extend time of P/12/882/RLX to submit reserved matters for P/00/288/OUT for additional five years (affecting several public footpaths)	Land at Parc Derwen Coity Bridgend
P/17/671/FUL	Creation of hardstanding to serve Gaythorne & Rhos Celyn, utilising access via Gaythorne	Gaythorne & Rhos Celyn Litchard Terrace Litchard CF31 1PL
Decisions:		
T/17/7/CON	Works to several trees including height reduction, coppicing and removal Decision: TPO granted - no conditions	Old School House Heol yr Ysgol Coity CF35 6BL
P/17/667/LAP	Certificate of lawfulness for a proposed conservatory	104 Ffordd y Draen Coity

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	Decision: LAP approved	CF35 6DQ
P/17/591/FUL	Single Storey front, side and rear extension Decision: Conditional Consent	13 Heol Tysant Litchard CF31 1PB
P/17/453/FUL	Siting of a secondary liquid oxygen supply system with associated fencing and hardstanding Decision: Conditional Consent	Princess of Wales Hospital Coity Road Bridgend CF31 1RQ
P/17/327/FUL	Redevelopment at Caitlyn's Kitchen, Phase 1 Alterations and extension to existing building and Phase 2 x 3 no starter units Withdrawn	Caitlyn's Kitchen Heol Ffaldau Brackla Ind Estate CF31 2AJ
P/16/985/FUL	Residential development of 24 affordable dwellings comprising 20 houses and 4 flats Decision: Conditional Consent	Parc Farm Buildings Heol Spencer Coity CF35 6AS
P/17/102/DOC	Approval of details for conditions 2,4,6,7,8,9,11 and 13 of P/16/257/RES Decisions: DOC agree	Parcel R14 Parc Derwen Coity
P/16/286/RLX	Relaxation of condition 2 (limit of units) and 15 (single aspect apartments) of P/13/246/OUT Decision: Conditional Consent (RLX)	Land at Brackla Ind. Estate Bridgend CF31 2AN
Appeals:		
None to date.		

With the consent of the Chairman I would like to add the following as they were received after the meeting's papers had been distributed

Reference	Proposal	Location
Applications:		
T/17/53/TPO	Coppice all hazel behind fences to 1 metre and remove arising's and brushcut all bramble and vegetations within 1 meter of fences	Rear of 79 Springfield Gardens Bridgend CF31 1HP

2. Planning Aid Wales

- Community Engagement Event 25th September 2017 in Swansea and other information

3. 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

65 ITEMS FOR THE OCTOBER 2017 AGENDA

- Noticeboard Coity Village
- Play Areas/Skate Park
- Town and Community Council Fund 2017/18
- Capital Asset Transfer

RESOLVED:

66 DATE & VENUE FOR THE NEXT ORDINARY COUNCIL MEETING

Thursday, 12th October 2017 at 7.00 pm at Coity Higher Community

The meeting closed at 8.35 pm.