



COITY HIGHER COMMUNITY COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE COMMUNITY CENTRE, HEOL WEST PLAS, LITCHARD CROSS, BRIGDEND ON THURSDAY 11TH JULY 2019 AT 7.00 PM

Present: Councillors M Williams (Chair until 7.19 pm)

A Davies
C Evans
C Jones
L Richards
B Tiltman
C Walburn
A Wathan (Chair from 7.19 pm onwards)
R Young

Apologies: Councillor D Barrington

No Apologies: Councillor A Hughes

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

30 **DECLARATIONS OF INTEREST**

Councillor	Item	Minute	Interest	Speak/Vote
Bernard Tiltman	Allotment Gardens	34 & 41	Tenant	No/No
	Safer Routes	33	Resident Heol Spencer	No/No
R Young	All relevant	All BCBC matters	Member BCBC	No/No

31 **TO READ, CONSIDER AND APPROVE THE MINUTES OF THE JUNE 2019 ORDINARY MEETING AND JULY 2019 EXTRAORDINARY MEETING**

The Minutes of the June 2019 Ordinary Meeting and July 2019 Extraordinary Meeting were presented for approval. They were accepted and approved as a true record of the meeting and the minutes were signed by the Chair.

Resolved: This was noted.

32 **TO CONSIDER MATTERS ARISING FROM THE JUNE 2019 ORDINARY MINUTES**

Minute 17 Holiday Hunger Scheme:

The Clerk informed Members that the organisers of the scheme had decided not to offer the scheme at Coety Primary School this year as they had been offered to run their own sessions elsewhere in the borough where they felt the catchment was more appropriate. This close to the start of the summer holidays it was too late to put an alternative in place. The banners advertising the scheme have been displayed in the 3 wards.

Minute 17 Expression of Interest Pendre Fields:

The Clerk had arranged to meet with the CAT Officer to discuss this further.

Minute 17 School Community Awards:

The Chair confirmed he could attend both services to present the awards.

Minute 17 Correspondence:

A site meeting with Litchard councillors had been held to look at the fallen tree and if any additional planting was required on land off Heol y Groes. The Council's tree policy had now been written following this request and the removal of the tree within the allotment garden without council permission.

Minute 19 Christmas Arrangements:

The Clerk had met with a representative of Centre Great to look at the possibilities for Litchard Hill, Joslin Terrace and Parc Derwen and is awaiting quotes. In addition there

were issues regarding the size of motifs and permissions from BCBC to use the columns on Litchard Hill which the Clerk was trying to resolve.

Minute 21 Update on Play Area Refurbishment:

The Clerk had erected signs informing the public the play area at Pendre would be closed for a week whilst the refurbishment takes place. Permission had now been granted for the work to be carried out at Coety Castle play area subject to relocating the benches and agreement on colours.

The Clerk informed Members that on second inspection the benches at Pendre play area are not in very good condition so she requested permission to replace both benches.

Minute 25 Clerk's Report:

The Clerk updated Members on why the dog waste bag dispenser for Coity had not been installed where the council requested it. It is now next to the bin opposite Coety play area. She also confirmed the one at Pendre has been installed.

The Clerk informed Members that the foliage next to the traffic lights at Coity has now been cut back and is no longer overhanging the footway.

Resolved: The information and action of the Clerk were noted. The trees at Heol y Groes were discussed and it was agreed that as there was no danger being caused by the fallen tree and the land was not Community Council land there was nothing further to be done. Authority was given for the Clerk to arrange to purchase and install two new benches within Pendre play area in addition to the new bin which would be added. The Clerk was asked to publicise that the accessible equipment had been installed to local organisations such as Y Bont and to arrange for the overgrowth to the side of the Pendre Fields car park to be cut back. Members were asked to read through the Tree Policy and to feedback their thoughts at the September meeting for approval and adoption.

33 **SAFER ROUTES TO SCHOOLS SCHEME**

The council had been requested to provide BCBC with a list of priorities for work to be carried out using the funding obtained for this scheme. A lengthy discussion took place and a proposal made. A vote was taken and it was unanimously agreed.

Resolved: Following a discussion and a vote the Clerk was asked to write to the BCBC Officer overseeing the scheme and include a copy of the Schedule of Interventions included in the plan. The Clerk would request that the current funding be Phase 1 of the project and ask for guidance on how to put forward the pavements at Litchard Terrace and Heol Spencer as Phase 2 by submitting another request for funding to the Welsh Government. To request that the current funding, Phase 1, could be used to carry out the work on the crossing points and the speed watch signs. To request information on the cost of carrying out this work just in case all the work cannot be carried out within the £218.3 budget and then the council can make a final priority decision on what work they would like carried out first. If all work could be carried out within this budget, the council ask BCBC to let them know which crossing would be started first and the date the work would be started, in

addition if there is any doubt about any aspect of any of the council's correspondence or the work, the council request they get in touch with the Clerk.

Note: Councillor Martin Williams left the meeting at 7.19 pm. Councillor R Young left the room at 7.30 pm whilst the Safer Routes discussion took place.

34 ALLOTMENT GARDENS RENT 2020/2021

The Clerk reminded Members of the rent increases over the last few years and a discussion took place on whether to increase the rent for 2020/21.

Resolved: Following a discussion and a vote it was unanimously agreed to raise the rent by £2 per full plot for 2020/21 and the Clerk would give the tenants 12 months' notice of the increase.

35 LEASE SIGNING PENDRE FIELDS PLAY AREA

The Chair, Councillor Martin Williams had signed the lease, and the Vice-Chair, Councillor Alan Wathan, counter signed it.

Resolved: The Clerk would now return it to BCBC and once the sealed lease was received would arrange for the council's solicitor to register it at the Land Registry.

36 SUMMER NEWSLETTER SIGN OFF

The Clerk had provided all Members with a second draft copy.

Resolved: It was agreed that all Members would read the newsletter and let the Clerk know of any amendments needed by Friday 19th July 2019. Once these were received the Clerk would obtain a final draft copy to be checked by the Chair and Clerk. The Clerk was given authority to go ahead and print the copies and arrange for them to be delivered to every household over the month of August.

37 DOG WASTE BAG DISPENSER AND DOG WASTE BIN PENDRE

The Clerk tabled a photo of a temporary dog waste bag dispenser which had been taped to the railings of the play area at Joslin Terrace. The Clerk suggested the council may wish to consider installing a dog waste bin and a dog waste bag dispenser in this area.

Resolved: The Clerk was given authority to seek the necessary permissions and to organise the purchase and installation of the items.

38 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 June 2019 including the balances were accepted.

3. External Audit

The External Audit paperwork had been prepared for the External Auditor.

4. Finance Request

Two requests have been received this month and both were discussed and considered.

Friends of Pen-y-Bont Gymnastics Club had completed a financial request application form for funds to provide the kit required for an international gymnastics competitions taking place in Florida in 2020.

Litchard Mission Church have requested a donation towards purchasing a defibrillator on the outside of their church building for community use.

Resolved: All information was noted and authority was given to the Clerk to make the agreed payments. Both financial requests were considered and it was agreed not to donate to the Gymnastics Club and to write to Litchard Mission suggesting that they could obtain a cheaper quote from an alternative company and to find out how much of a donation they are requesting.

39 MEMBERS' REPORTS

There were no reports this month.

40 BOROUGH COUNCIL UPDATE

There were no reports this month.

41 CLERK'S REPORT

Coity Planter

The Clerk had received a request for the gardener watering the council's floral baskets to also water the planter for the remainder of the summer. The Clerk had asked if he'd be happy to do this and he had agreed.

It was suggested that going forward perhaps CVA would like the council to take over the planting of the container too; the Clerk had already obtained a quote from the gardener for information.

Town and Community Council Forum

BCBC have called a special meeting of the T&CC Forum to discuss their mid-term financial strategy and to start a consultation process. The Chair and Clerk are invited to

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this meeting in addition to the council's forum representative. The meeting will be held on 29th July at 9.30 am.

Allotment Garden

The Clerk had received a telephone call from the tenant's wife regarding the removal of the tree and hedge cut back at the site without prior permission. The Clerk asked that the tenant responds in writing to the council.

Further to last month's meeting the Clerk had written to the tenants who had little or no cultivation on their plots and gave an update on the responses. The Clerk was asked to write to the tenants of plot 6A to remind them of their obligation and to give them 28 days' notice to start the work.

The Clerk informed Members that she'd received a complaint about the damage done to a plot following a delivery of manure to a plot nearby. The Clerk was asked to acknowledge the letter and thank the tenant for advising her of the problem. The Clerk was asked to remind tenants in their tenancy renewal letters regarding the care needed by vehicles entering the site and particularly the larger vehicles delivering manure.

One tenant had given up his two plots next to each other which were overgrown. The tenant is unable to attend the plot to tidy it up. The Clerk asked for authority to arrange for this unkempt plot to be tidied up to re-let.

Footpaths

The Clerk had received two requests this month to clear up two footpaths in Coity. One has been cleared but the other the Clerk referred to BCBC as it is their land. It was noted that there is some overgrowth near the top of Footpath 17.

Remembrance Wreaths

The Clerk had been asked for the remembrance wreath order earlier than usual this year. In previous years 2 have been ordered 1 for the council and the other for the church. A response had not been received from the church regarding the order so only the council's has been ordered this year

Benches

The new benches at The Dell and Pendre Fields will be installed on 23rd July.

Weeds

Despite being sprayed the weeds that are dying on the spine roads are now very unsightly. The Clerk requested permission to get them removed.

Resolved: All information and action of the Clerk was noted. The Clerk was given authority to arrange for the unkempt plot to be tidied up to re-let and to arrange for the dead weeds on the spine roads to be removed. Councillor Wathan would inspect the top of Footpath 17. The Clerk was asked to arrange for BCBC to cut back the overgrowth of ferns which run alongside Heol West Plas and Litchard Playing Fields as they have overgrown into the road. The quote for planting and maintaining the Coity planter was accepted and approved and if the offer to take it over was accepted over the summer recess, the Clerk was given authority to instruct the gardener to include it in his winter planting and maintenance schedule for the council.

42 **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 highlighted the consultations and surveys received, advance notice of temporary road closures, a financial request from Wildmill Table Tennis Club and an invite to the Chair to attend the Maesteg Town Council Civic Service.

Resolved: The correspondence was noted, most items had been emailed to Members in advance of the meeting. The Chair agreed to attend the Civic Service in Maesteg. The request from Wildmill Table Tennis Club was deferred to the September meeting.

43 **PLANNING MATTERS**

All planning information was noted. Two additional planning request had been received since the papers had been sent out and with the agreement of the Chair these were tabled at the meeting.

Resolved: The planning applications and other information were noted and no objections made. The Clerk was asked to respond to the BT consultation and to request that neither phone box is removed.

44 **ITEMS FOR THE JULY 2019 ORDINARY MEETING**

Resolved: Other than those mentioned in the minutes for inclusion, no additional items were requested on the September agenda. It was agreed that to include anything that may arise during the month.

45 **DATE & VENUE FOR THE SEPTEMBER 2019 ORDINARY MEETING**

Thursday, 12th September 2019 at Coity Higher Community Centre at 7.00 pm.

The meeting closed at 8.34 pm