



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 NOVEMBER 2019 AT 6.30 PM

Present: Councillors M Williams

D Barrington
A Davies
A Hughes
C Jones
L Richards
C Walburn
A Wathan
R Young (left 8.45 pm)

Apologies: Councillors C Evans and B Tiltman

Also Present: Mr A Thomas, BCBC (for item 3)
Mrs A C Harris, Clerk & RFO
Mr P Ley, Asst. Clerk & FO

82 **DECLARATIONS OF INTEREST**

| Councillor | Item | Minute | Interest | Speak/Vote |
|------------|--|---------|-------------|------------|
| B Tiltman | Allotment Gardens | 85 (74) | Tenant | No/No |
| R Young | All relevant matters BCBC incl. Safer Routes | | Member BCBC | No/No |

83 **FEEDBACK FROM ANDREW THOMAS, BCBC ON THE SUMMER ACTIVITY SCHEME**

BCBC Officer, Andrew Thomas, attended the meeting to give feedback on the Summer Activity Scheme held at Coety Primary School over the summer holiday period. Mr Thomas thanked the Community Council for their support again this year. A report was tabled and matters such as the registration process, the number of attendees, how many attended from each of the 3 wards etc. were addressed. The numbers had increased on the previous, first year. In addition, the possibility of trialling a scheme at Litchard Primary School was discussed.

Resolved: Councillor Davies would speak to the Head of Litchard Primary about the possibility of a scheme in 2020 and the Clerk would obtain costs from Andrew Thomas.

84 **TO READ, CONSIDER AND APPROVE THE MINUTES OF OCTOBER ORDINARY MEETING**

The Minutes of the October 2019 Ordinary 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.

85 **TO CONSIDER MATTERS ARISING FROM THE OCTOBER 2019 ORDINARY MINUTES**

Minute 67:

Christmas - the Clerk reported that the broken motif had been repaired, that all motifs had been installed in Pendre, Litchard and Coity and the solar lit trees for the 3 areas of Gerddi'r Castell, Trem y Castell and Joslin Terrace would be installed on 18th November. In addition, the pit at Parc Derwen had been constructed and the tree would be installed and dressed in time for 1st December.

Play Area Refurbishment - the Clerk informed Members that the two new benches and the new bin had been installed at Coity Castle play area and some tidying-up work had been carried out. The inspection of the Pendre play area had been received and passed on to BCBC.

Coity Wallia Conservators - the Task Group were due to hold their first meeting on 15th November.

Finance Committee Recommendations - the work on phase 2 of the roadway would take place in the next two weeks.

Minute 74:

Tree Inspection Report - a copy of the TPO had been obtained from BCBC and it confirmed that the ash trees at the site are not identified within the TPO, so any works carried out on these trees do not require a formal application. In addition, some of the other trees identified on page 9 of the report under A2 are no longer covered by the TPO, and so again, no formal application is required to carry out works. The report previously circulated had been updated to reflect the above and an electronic copy would be sent to Members.

Resolved: The information and actions of the Clerk were noted.

86 CLERK'S REPORT

Safer Routes - in consultation with the Chair of Council and Chair of CAP, the Clerk had contacted BCBC to express the Council's concern that despite a request for December deadlines for phase 2 of the bid, they had not been received. A response saying that they are currently preparing workstreams for bid submissions and will contact the Clerk further with a timeframe before 24th November was received.

Bus Stop Heol y Groes - BCBC have confirmed that they are happy to remove this disused shelter as soon as is feasibly possible.

New Bin/Dog Waste Dispenser Heol y Groes Roundabout - a licence had been granted and a new bin has been installed and BCBC have agreed to include it on their emptying schedule. In addition, BCBC will install a dog waste bag dispenser next to it as soon as they have a supply. An email had been received from a resident thanking the council for their prompt action following a request for a bin.

Bench Litchard Playing Fields - permission has been granted by BCBC to install a bench on the concrete slab at the top of the field. This will be installed in December.

Footpath Heol Spencer to Pantypwllau - Coity Wallia Commoners have contacted the Clerk regarding the condition of this footpath and the need for sections to be upgraded.

Dog Waste Dispenser Joslin Terrace - BCBC are looking at a suitable adopted location at the site to place a dispenser and bin.

Litchard Park and Heol Mair Play Areas - the Clerk had contacted BCBC to ask them to inspect the rubber safety matting which appears to be missing underneath some of the equipment in these areas. They inspected and said that good grass growth at present is hiding the matting.

Laptop - authorisation was given for the purchase of a laptop for the Clerk.

Coity Village Association - had requested to use Coity Playing Field for the Boxing Day Football Match.

Demolition of Pendre Community Centre - this was due to be demolished in early November, but had been delayed. In the interim the site is secure and safe and BCBC will undertake regular site visits until the work commences.

Communication - the 3 royal protocols are now in place on the website and the two pull up banners have been produced and received.

Maintenance - the Clerk requested authority to have a safety sign produced for use whilst grass cutting and other work on behalf of the community council is being carried out.

Resolved: The information was noted. The Clerk was asked to agree the use of the playing field for the Boxing Day match subject to the receipt of a risk assessment and a copy of CVA's insurance prior to the event. The Clerk was also authorised to arrange for the grass to be cut before the match and to go ahead with the design and production of a safety sign.

87 CORRESPONDENCE INCLUDING RESPONSE TO SAFER ROUTES CORRESPONDENCE AND MAYOR'S CITIZENSHIP AWARDS

All correspondence was noted. The Clerk highlighted the consultations, surveys and invitations received.

Safer Routes - The Clerk gave Members an update and this was discussed.

Mayor's Citizenship Awards - these were discussed and it was agreed to continue with the community council's own community award.

Resolved: The correspondence was noted, most items had been emailed to Members in advance of the meeting. The Clerk was asked to write to BCBC again re. Safer Routes to ask what is being delivered, if any of the work had started, request a follow up meeting etc.

88 SPORTS PITCHES AND PAVILLIONS

A letter, which the Clerk had acknowledged had been received from Bridgend Athletic regarding the increased fees.

Resolved: The information and action of the Clerk was noted. The letter did not require a response.

89 COMMUNITY FACILITY PENDRE

This was discussed and it was agreed that should this be pursued as part of a CAT transfer, a public consultation should be considered in due course.

Resolved: The Clerk would include this for further discussion on the January agenda. Councillor Young would report back to the council in January.

90 PLAY AREA LEASES - LITCHARD PARK AND COITY CASTLE PLAY AREAS

The proposed details of the lease for Litchard Park had been circulated to Members. This was discussed.

An update on the Coity Castle play area land owner was given by the Clerk.

Resolved: This information was noted. Members agreed to go ahead with the lease for Litchard Park. Members agreed to go ahead with a lease from Dunraven Estates for the Coity Castle play area (Twyn Shippin Play Area) which is on Coity Anglia land. The Clerk was asked to progress both leases.

91 HAPPY TO CHAT BENCHES

This concept was discussed; it has been successful in other areas. The Clerk had obtained a quote of £76 to produce 6 signs.

Resolved: It was agreed that councillors would let the Clerk know which two benches in their wards they would like to identify as Happy to Chat benches. The Clerk was given authority to purchase the signs at the price quoted.

92 TOWN AND COMMUNITY COUNCIL GRANT FUND 2020/21

Ideas were discussed and it was agreed to apply for two grants for the following:

- Update some of the equipment in Litchard Park Play Area and add accessible equipment, where possible in other areas.
- Tarmac footpath 52 from Heol Spencer to the Prison entrance

Resolved: The Clerk was asked to submit the applications.

93 WALES ENVIRONMENT ACT

The Clerk updated Members on the requirement to publish a statement/report by the end of December 2019 and thereafter every 3 years.

Resolved: It was agreed that the Clerk would draft a report for approval at the December meeting.

94 ITEMS FOR THE NEXT TOWN AND COMMUNITY COUNCIL FORUM

This was discussed.

Resolved: The Clerk was asked to request that a CAT process briefing was included as an agenda item.

95 VACANCY - LITCHARD PRIMARY SCHOOL COMMUNITY COUNCIL REPRESENTATIVE GOVERNOR

Councillor Evans had resigned and a new representative governor was requested.

Resolved: Councillor C Walburn was proposed and nominated.

96 FINANCE AND ACCOUNTS INCLUDING EXTERNAL AUDIT REPORT

1.Payment of Cheques

Authority was requested for the payments of the cheques listed in the month's papers, including the two additional payments; the invoices had been received after the papers were distributed, and these were agreed.

2.Budget Monitoring, Accounts & Budgets

The budget monitoring report for October 2019 including the balances were accepted.

3.Finance Committee Recommendations

A Finance & Resources Committee Meeting had been held on 7th November where a first draft of the precept budget was discussed. The Committee would meet again on 5th December to discuss this further.

The recommendations to Full Council were:

- That no risks to the budget were identified.
- That a quote to install a handrail on the steps at Celtic View is accepted of £1,390.69
- That the CAP Committee looks at the CAP underspend to identify if there is work that needs to be carried out outside of the Safer Routes grant funding work.

Resolved: All information was noted and authority was given to the Clerk to make the agreed payments. The recommendations by the Finance Committee were agreed, although it was decided that the CAP Committee could not look at the underspend until the information on the Safer Routes work was provided by BCBC. The Clerk was authorised to progress the installation of the handrail.

97 **MEMBERS' REPORTS**

Councillor M Williams had attended the Remembrance Service in Coity. Councillor A Wathan had attended the service in Bridgend Town Centre.

Resolved: All feedback was noted.

98 **BOROUGH COUNCIL UPDATE**

Councillor A Williams had provided a written report which would be circulated to Members.

Councillor Young gave an update regarding playing fields and asset transfers.

Resolved: The updates were noted.

Note: Councillor R Young left the meeting at 8.45 pm

99 **PLANNING MATTERS**

All planning information was circulated.

Resolved: The planning applications and decisions were noted. No observations or objections were made.

100 **URGENT ITEMS FOR THE DECEMBER 2019 PRECEPT MEETING**

Resolved: It was agreed to include anything urgent that may arise during the month.

101 **DATE & VENUE FOR THE DECEMBER 2019 PRECEPT MEETING**

Thursday, 12th December 2019 at Coety Primary School, Parc Derwen at 7.00 pm

The meeting closed at 8.48 pm