



## **COITY HIGHER COMMUNITY COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD AT COITY HIGHER COMMUNITY CENTRE, OFF HEOL WEST PLAS, BRIDGEND ON THURSDAY 12<sup>TH</sup> MARCH 2020 AT 7.00 PM**

Present: Councillors M Williams (Chair)

C Evans  
C Jones  
B Tiltman  
A Wathan

Apologies: Councillors D Barrington A Davies, A Hughes, L Richards and R Young

No apologies received from Cllr C Walburn

Also Present:

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

148 DECLARATIONS OF INTEREST

Councillor	Item	Minute	Interest	Speak/Vote
B Tiltman	Allotment Gardens	152	Tenant	No/No

149 TO RECEIVE THE COMMUNITY AWARD 2019 WINNERS FOR A PRESENTATION

The winners of the Community Awards for 2019 had been invited to the meeting along with their guests. The Chair, Councillor Martin Williams, presented Mr Sean Molino with a shield and a gift for his on-going work in the community, Mrs Molino was also presented with a bouquet of flowers. The winner of the junior Community Award, Harley Morris, was also presented with a shield and a gift in recognition of his safety campaigning for the community.

150 TO READ, CONSIDER AND APPROVE THE MINUTES OF THE FEBRUARY 2020 ORDINARY MEETING

The Minutes of the February 2020 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.

151 TO CONSIDER MATTERS ARISING FROM THE FEBRUARY 2020 ORDINARY MEETING MINUTES

Minute 129 Love It, Don't Trash It

It was agreed to discuss the contributions to this scheme at the next meeting.

Minute 131 Matters Arising from January Minutes

**Handrail Celtic View Steps:** this will be completed before 27<sup>th</sup> March.

**Happy to Chat Signs:** all signs now in place and a message will be put a message on the website about them.

**Litchard Fields and Community Centre:** An expression of interest has been made to BCBC and which will be considered by the CAT group when they next meet.

**Minute 132 Flower Baskets:** The maximum allowable weight of 18kg has been placed by BCBC on baskets, the Clerk is investigating whether this affects existing baskets.

**Minute 133 Safer Routes**

A CAP meeting will be arranged asap.

**Minute 137 T&CC Fund Applications**

Applications for both projects had been submitted by the Clerk and she had received an acknowledgement of receipt. The quotes submitted had included the cost of the contractor removing the benches and installing new, as the existing benches are old concrete ones specialist equipment would be needed for the contractor the CC uses to carry out the work, which would prove more costly.

The Clerk had sought advice re dogs in play areas and gave Members an update.

**Minute 138 VE 2020**

The 3 benches have been ordered. Delivery was expensive but after negotiation the cost has been reduced and the supplier has included the fixings free of charge. The Clerk was still waiting for confirmation from BCBC regarding a licence for the one at Coity Road along with agreement for the CC to change the one at Heol yr Ysgol. Permission to replace an old concrete one at Litchard Playing Fields has been granted by the Parks Department.

**Minute 139 Innovation Awards**

The Clerk had submitted both entries and received acknowledgements of receipt.

St Brides Minor CC had asked Councillor Williams to represent them at the event and both councils will now share the cost of registration (£55) and travel costs.

**Minute 144 Correspondence**

The Clerk had not been able to attend the event, however she'd requested copies of the funding booklets and will make enquiries herself to see if there is any suitable funding.

**Resolved:** The information was noted. The Clerk was asked to agenda the Love It, Don't Trash It scheme and the consideration of a policy on dogs in play areas at the next meeting, look for alternative funding for the footpath at Heol Spencer in case the T&CC Fund application is not successful, make the necessary arrangements for the delivery and installation of the benches and respond to both football clubs that had approached the council regarding use of the playing fields in the wards to say the matter will be taken up for the Finance & Resources Committee.

152 CLERK'S REPORT

**Traffic Coity Triangle:** A further request had been made regarding the traffic at this location.

**Allotment Garden Gate:** The Clerk gave Members the quotes for repairing and renewing the gate.

**Replacement Tree Litchard Fields:** The Clerk had asked BCBC if there were plans to plant new trees at Litchard Fields to replace the large tree felled to make way for the new footpath. Despite BCBC having a tree management policy the response was that no replacement trees are planned.

**Footpath Heol Spencer to Pantypwllau:** BCBCs Rights of Way Department have agreed to inspect the path and will advise the CC what work is required.

**GDPR Training:** The Clerk suggested arranging a joint GDPR training session with other councils and sharing the cost as everyone needs to be clear on sharing, retaining information etc.

**Clerk's Meeting BCBC:** The Clerk would attend the meeting being held the following day.

**Annual Leave:** The Clerk reminded Members of her annual leave dates in March.

**Resolved:** The information given by the Clerk was noted. The Clerk was asked to refer the traffic concern to Councillor Amanda Williams and authority was given to the Clerk to replace the gate at a cost of £350. The Clerk was asked to write to BCBC to express the CC's disappointment and to request the planting of new trees at the site and that the Coity Higher wards are included in their tree planting programme. The suggestion re GDPR training was agreed and the Clerk was asked to enquire with St Brides Minor and Garw Valley CCs to see if they would like to take part and share the cost.

153 LOCAL PLACES FOR NATURE PACKAGES

The Clerk had sent out an email to Members about the packages available, wildlife garden, fruit garden, butterfly garden.

**Resolved:** The information was noted. The Clerk was asked to apply for all 3 packages, if possible. In addition the Clerk was asked to enquire why the Community Council is no longer consulted on street names in the new developments in the wards?

154 **PRIVACY POLICY**

A draft privacy policy had been sent out to Members for approval and adoption. This would be posted on the council's website.

**Resolved:** The policy was approved and adopted.

155 **DEFERRED FINANCIAL REQUESTS**

Members had received a list of deferred requests and copies of the correspondence and these were discussed.

**Resolved:** It was agreed to donate to the following:

- Children's Wales Air Ambulance £100
- Bridgend Carers Centre £100

It was agreed not to donate to the following:

- Eisteddfod yr Urdd Dinbych
- Llangollen International Eisteddfod
- West Glamorgan Age Cymru
- Prestige Acrobatics and Dance (cannot donate to individuals)

156 **FINANCE COMMITTEE RECOMMENDATIONS**

The Chair of Committee, Councillor Alan Wathan, gave the information and recommendations made by the Committee and these were discussed. They were:

- No issues with budget to year end.
- Recommend that VAT is claimed quarterly not annually
- Recommend investigating an electronic finance package and cost for the beginning of the new financial year
- Recommend renew the One Voice Wales membership at a cost of £1,254
- New quote to renew council's insurance and add in key worker insurance with Came & Company. Previously had insurance without key worker insurance from Zurich and the renewal cost was £1,578.45pa. Recommend renewing with Came & Company and include key worker insurance, with a 3 year deal at an annual cost of £949.00 per annum. The public liability is reduced from £15m to £10m but this is sufficient.
- Unable to open bank accounts the CC intended as the accounts were no longer available. Recommend opening an account with the Principality Building Society for all money over the Financial Compensation Scheme limit and open a Treasurers Account with Lloyds bank for everyday banking, including the facility to internet bank. Each internet bank transaction would need to be authorised online by two signatories.

## MEETING OF THE COUNCIL - 12<sup>th</sup> MARCH 2020

- Recommend organising a separate meeting with Penyfai FC and Litchard FC to discuss asset transfer outside of the usual Finance & Resources meeting
- Recommend to add Love it, Don't Trash it scheme for discussion on April 2020 Ordinary Meeting agenda
- Recommend removing some of the tabs on the Community Shield and putting them on the back of the shield to retain the history.
- Recommend the consideration of putting council noticeboards at Gerddi'r Castell, Trem y Castell and Oak Field at the next Finance & Resources Meeting. Clerk to obtain prices.

**Resolved:** All information was noted and all recommendations were agreed.

### 157 FINANCE & ACCOUNTS

#### 1.Payment of Cheques

Authority was requested for the payments of the cheques listed in the month's papers and included an amendment to the payment to Maison et Jardin from £45.00 to £47.50 due to a typing error.

#### 2.Budget Monitoring, Accounts & Budgets

The budget monitoring report for February 2020 including the balances were accepted. The Finance Officer explained a correction in the posting to the Donations/Allotment Gardens columns.

**Resolved:** All information was noted and authority was given to the Clerk to make the agreed payments.

### 158 MEMBER REPORTS

There were no Member reports this month.

### 159 BOROUGH COUNCIL UPDATE

There were no Borough Councillors present to give an update, but the Clerk was able to give a few updates for the Coity Ward from Councillor Amanda Williams on amended plans re shops at Parc Derwen, flooding at Coety Primary School, the lack of places at Coety Primary School and concerns re trees on the old burial ground off Heol Spencer following recent storms.

160 **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 one change for T&CCs on financial loss in the IRPW Annual Report, the Bridgend Love2Walk Festival 2020, the Calor Rural Community Fund available, the correspondence regarding the closure of Wildmill Table Tennis Club and the request for a financial donation for a skip for Jam in the Castle.

**Resolved:** The information was noted. The Clerk was asked to ask for inclusion in the Love2Walk Festival, to see if the Calor fund could cover the cost of more accessible equipment for the other play areas in the 3 wards and write to Wildmill Table Tennis Club to express their sadness at the closure of the club and to wish the organiser well. The request from Jam in the Castle was deferred to the April meeting.

161 **PLANNING**

An additional planning application had been received since the papers had been sent out and with the agreement of the Chair the details were tabled at the meeting. All planning information had been emailed to Members, including events being organised by Planning Aid Wales.

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

162 **ITEMS FOR THE APRIL 2020 ORDINARY MEETING**

- Love It, Don't Trash It
- Policy on Dogs in Play Areas
- Deferred request from Jam in the Castle to be included in the Finance Report

**Resolved:** It was agreed to keep the agenda open to include items that may arise during the month.

163 **DATE & VENUE FOR THE APRIL 2020 ORDINARY MEETING**

Thursday, 9<sup>th</sup> April 2020 at Coity Higher Community Centre at 7.00 pm

The meeting closed at 8.40 pm