



## **COITY HIGHER COMMUNITY COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD VIRTUALLY VIA ZOOM ON  
THURSDAY 8<sup>th</sup> OCTOBER 2020 AT 7.00 PM**

Present: Councillors A Wathan (Chair)

C Evans  
C Jones  
L Richards  
B Tiltman  
M Williams  
R Young (left the meeting at 8.28 pm)

Apologies: Councillors D Barrington, A Davies, A Hughes and C Walburn)

Also Present:

Mrs A C Harris, Clerk & RFO

Minute 41 Apologies: As above

**42 DECLARATIONS OF INTEREST**

<b>Councillor</b>	<b>Item</b>	<b>Minute</b>	<b>Interest</b>	<b>Speak/Vote</b>
B Tiltman	Matters Arising - Replacement Trees	44	Allotment Garden Tenant	No/No
R Young	All items ref. BCBC	All relevant	Member BCBC	No/No

**43 TO READ, CONSIDER AND APPROVE THE MINUTES OF THE SEPTEMBER 2020 ANNUAL AND MORDINARY MEETINGS**

The Minutes of the September 2020 Annual and Ordinary Meetings were presented for approval. They were accepted and approved as a true record of the meetings and were signed by the Chair.

**Resolved:** This was noted.

**44 TO CONSIDER MATTERS ARISING FROM THE SEPTEMBER ANNUAL AND ORDINARY MEETING 2020 MINUTES**

**Annual Meeting**

There were no matters arising.

**Ordinary Meeting**

**Minute 29: Matters arising from the July Meeting**

**Community Noticeboards:** Planning permission has been received and the noticeboard at Trem y Castell has been installed. There is no further news on permission for the one for Joslin Terrace as a response has not been received from BCBC.

**Litchard Park Refurbishment:** This is now complete and has been well received.

**Replacement Trees:** No further update has been received from BCBC on the replacement trees for Litchard Fields. The tenant who removed the tree at the Allotment Gardens without the council's permission has stated that they've replaced the tree, though on inspection by the Clerk and a Councillor it has not been identified.

The Clerk asked if plot 34 could be reduced to a half plot so as to increase the size of the Allotment Garden car park and this was discussed.

**Christmas Provision:** The council's application to the Persimmon Community Fund had not been successful in the August funding.

### **Minute 22 - Finance & Accounts**

Planning Permission had been received for the play area signage and this will be installed in the coming weeks.

### **Minute 30 - Clerk's Report**

**Daffodils:** The sacks for Coity, Litchard, Pendre and the PoW Hospital have been planted and the additional sacks delivered to Litchard Primary School and Pride in Coity for them to plant.

**Lighting Columns Litchard Fields:** BCBC had repaired these as a gesture of goodwill as Persimmon were unable to help in the absence of the estate's manager.

**Lighting Column Pendre Fields:** BCBC has now agreed to re-connect the two columns within the play area which light BCBC's perimeter path. However, they've asked if the Community Council will pay the cost of the electricity of around £150?

**Play Area Equipment/Works:** The CAT Officer had asked the Clerk what outcome the Community Council wanted following the removal of the basket swing beam from Litchard Park?

**Coity Post Office:** The noticeboard has been relocated on the other side of the building. The Clerk was experiencing difficulties getting hold of Coity Responders to remove and relocate the defibrillator.

**Parc Derwen Defibrillator:** This had been used in an emergency the previous week and the Clerk was experiencing difficulties in getting hold of Coity Responders to find out when it would be returned to its cabinet.

**Bench Litchard Common:** The bench removed from Heol yr Ysgol had now had its legs extended and had been refurbished and installed on Litchard Common.

### **Minute 32 - CAT/Project Update**

The Clerk was still waiting for a response from BCBC regarding accessible equipment.

The tree maintenance work at the allotment garden will be carried out the week beginning 16<sup>th</sup> November 2020.

The Clerk had booked an appointment to attend a BAVO virtual funding event being held on 4<sup>th</sup> November to discuss two projects.

Play Area Lease Update:

Joslin Terrace - awaiting confirmation from BCBC

Glen View - BCBC are unable to trace who the current landowner is. The land is

unregistered and the information held at Companies House on the company that held the deed of dedication is unclear. They will continue to progress the matter.

Heol Castell Coity - as the council has now submitted an EoI in the playing fields and Community centre, BCBC will progress this as a whole with Heads of Terms to be issued Shortly.

Heol y Groes - the Clerk explained the background to this lease. The play area forms part of Litchard Primary School.

### **Minute 34 Finance Committee Feedback and Recommendations for Projects 2020/21**

The Clerk updated members on the repairs needed to phase 2 of the allotment garden Roadway.

The Clerk had obtained a quote for the cutting back of the trees and overgrowth to the Litchard Park land of £600.

**Resolved:** The information was noted and the Clerk was asked to continue to chase up many of the outstanding matters. In addition it was agreed to turn plot 34 at the allotment gardens into a half plot and the Clerk was given authority to turf half the plot. The Clerk was asked to copy the local member into correspondence on the replacement trees, the response to the request re Joslin Terrace noticeboard, the lighting columns at Pendre Fields, the reimbursement of the basket swing beam and the Heol y Groes and other play area leases and to ask BCBC to claim adverse possession for the Glen View play area as they had maintained it for many years. The Clerk was given authority to go ahead with the work to the trees/hedges at Litchard Park at the price quoted, to give the allotment roadway contractor reasonable time to carry out the repairs and to relocate the defibrillator from the Post Office to the front of the garage to the side of the Six Bells.

### **45 SAFER ROUTES UPDATE**

Councillors Davies and Williams and the Clerk had attended a virtual meeting with BCBC to discuss the unsuccessful phase 3 design funding bid.

It was agreed at the meeting that:

- BCBC and CHCC would work together with the aim of progressing this matter.
- BCBC would look internally to see how much S106 could be released
- BCBC would look at what work can be done to achieve quick wins and discuss internally to look at short, medium and long term solutions
- BCBC would look into land ownership issues
- The next meeting of all present would take place at the end of November before precept setting and a representative from highways design would also be asked to attend.
- That Councillor Williams would be included to assist BCBC in any suitable areas using his professional expertise

**Resolved:** The information was noted.

#### **46 COUNTY ELECTORAL ARRANGEMENTS**

The Order for the Electoral Division (County Borough Wards) is still to go through the Senedd and is unlikely to go through until the COVID situation eases and they find the Parliamentary time for it.

In terms of the Community Review, that is also on hold, in part because of the delays to the Electoral Division Order and part because of the difficulties of undertaking such a major piece of work whilst working remotely.

The disparity in the number of seats for Coity compared to its size and the number of other councillors in each ward was discussed.

**Resolved:** The information given by the Clerk was noted. It was agreed that the Clerk would write to BCBC to plead that Coity is a special case as it has changed so much and is inequitable.

#### **47 PROJECT IDEAS FOR INCLUSION IN 2021/22 PRECEPT**

- Progress fitness trail idea
- Noticeboard for Oakwood View
- Progress play area leases/refurbishments with Heol Mair a priority
- Council Roll of Office for Community Centre
- Progress CAT Pendre and Litchard Fields
- Progress Heol Hopcyn John footpath
- Replanting new trees allotment gardens
- Walk leaflets

**Resolved:** The information given by the Clerk was noted and the Clerk was asked to obtain quotes for the ideas above for discussion by the Finance Committee.

#### **48 FINANCE & ACCOUNTS**

##### **1.Payment of Cheques**

Authority was requested for the payments of all the cheques listed on the expenditure sheet for October 2020 and with the Chair's approval the three additional payments received since the papers were sent out.

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

The budget monitoring report for September 2020 was included in the meeting papers.

### 3.Forecast

The forecast column of the budget monitoring sheet had been completed to give an idea of the expenditure expected for the remainder of the year.

### 4.External Audit

No feedback had been received from the External Auditor to date.

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

## 49 MEMBER REPORTS

Councillor Evans informed Members that the Parc Derwen defibrillator had now been returned to the cabinet having had new pads fitted. She also informed Members that there would be a cost incurred to relocating the defibrillator and that the responders would contact the Clerk asap.

## 50 BOROUGH COUNCIL UPDATES

Councillor Amanda Williams joined the meeting and gave an update on crime, play areas and traffic on the by-pass.

Councillor R Young also gave an update.

## 51 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 included. The Clerk drew councillors' attention to the correspondence from Coity Wallia Commoners about the Heol Spencer to Pantypwllau footpath, the request for information regarding the cycle path and footpath on Rotary Way from a resident training opportunities and the draft annual report consultation from the IRPW, and the T&CC Forum.

**Resolved:** The information was noted. The Clerk would attend a site meeting with the Rights of Way Manager and the Commoners on 13<sup>th</sup> October 2020 and feedback at the next meeting.

Note: Councillor Richard Young left the meeting at 8.28 pm

52 **PLANNING**

All planning information had been emailed to Members including correspondence from Planning Aid Wales.

The Clerk drew Members' attention to a letter received from the Planning Inspectorate regarding the diversion of footpath 17.

**Resolved:** The planning applications and decisions were noted. No objections were made. Members were asked to pass on any observations on the letter regarding the diversion of footpath 17 to the Clerk by 31<sup>st</sup> October 2020.

53 **ITEMS FOR THE OCTOBER 2020 ORDINARY MEETING**

**Resolved:** It was agreed to keep the agenda open to include items that may arise during the month. The next meeting will be on 12<sup>th</sup> November 2020 at 7.00 pm

The meeting closed at 8.31 pm