



COITY HIGHER COMMUNITY COUNCIL
CYNGOR CYMUNEDOL COETY UCHAF

**MINUTES OF THE MEETING OF THE FINANCE & RESOURCES COMMITTEE HELD VIA A VIRTUAL
ZOOM MEETING AT 7.00 PM ON TUESDAY 10TH NOVEMBER 2020 AT 7.00 PM**

Present: Councillor M Williams

Councillors: A Hughes
B Tiltman
A Wathan (Chair of Council ex officio member)

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

FR24/20: No apologies

FR25/20 TO RECEIVE DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST

- Councillor B Tiltman - Allotment Gardens

FR26/20 TO RECORD THE ACCURACY OF THE MINUTES OF THE FINANCE & RESOURCES COMMITTEE MEETING HELD IN SEPTEMBER 2020

The Minutes of the meeting held on Thursday 3rd September 2020 were accepted as a true and accurate record and the Chair signed the Minutes.

FR27/20 MATTERS ARISING FROM THE SEPTEMBER 2020 MINUTES

Minute no 17/20 Requests Following Summer Newsletter

The Clerk had taken advice from the Rights of Way Department regarding producing a walks leaflet for the council and the Clerk informed the Members of the recommendations made. The Clerk had obtained a quote for the design and print of 5,000 copies of £576 excl. VAT.

Minute no FR31/20 Clerk's Report

Lighting Pendre Fields: The Clerk had not received an update from Councillor Young.

Quarterly Operational Assessments of Play Areas: The Clerk informed Members of the prices per play area per year.

Bin Emptying: It was noted that the current contractor was now billing the Council on a monthly basis. The Clerk had obtained a quote of £3.50 per 20 ltr bin from a local waste contractor. It was noted that at present the cost with the current contractor is much higher.

Resolved: The information was noted. It was agreed to recommend to full council to proceed with the project at the price quoted and include a short, medium and long walk. The Clerk would contact the local Ramblers' Association to discuss routes. The leaflet would be distributed with the next newsletter and an electronic version would be included on the website. In addition it was agreed to recommend changing the bin contractor to the cheaper option.

FR28/20 TO REVIEW THE 2020/21 BUDGET

There were no issues with budget.

Resolved: The information was noted.

FR29/20 **PROJECTS UPDATE 2020/21 incl. funding**

Phase 2 Roadway Allotment Gardens: To date the repair had not been carried out by the contractor. The Clerk would continue to chase to achieve a result.

Footpath Heol Hopcyn John: The Clerk had attended a site meeting with two Rights of Way Officers and a representative of the Commoners to look at the maintenance required to the footpath which runs from Heol Spencer to Pantypwllau. Areas needing attention were identified and it was suggested that the work would be carried out by Rights of Way.

In addition the Clerk had discussed the lack of funding currently available due to COVID to match fund the money the council has put aside to tarmac the footpath from the prison to Heol Spencer (footpath 52/52a). Confirmation has now been received following that discussion that the council will contribute £14,000 and BCBC will contribute the additional £16,686. CHCC will manage the project.

Tree Work Litchard Park Play Area: The work will be carried out at the end of November. It was noted that the hedge to the side of one of the adjoining houses, which had been well maintained, had been removed by the resident.

Replacement Beam Basket Swing Litchard Park: The Clerk informed Members that BCBC had agreed to reimburse the Council for the full cost of the beam.

Noticeboards: The planning application for the one for Joslin Terrace has not yet been submitted as BCBC has not responded to the request. The Clerk is waiting to hear back from Taylor Wimpey about funding towards one at Gerddi'r Castell.

Play Area Signage: All have been installed. The Clerk informed Members that there had been attempts to vandalise two of the signs, one at Pendre Fields and one at Litchard Park; the rear bolts had been damaged.

Coity Playing Field: The Clerk had received acknowledgement of the funding application, but no reply regarding its success; she would continue to pursue. Following a virtual funding meeting with BAVO the Clerk reported that two of the Council's proposed projects fitted the criteria for National Lottery funding, but before an application could be submitted public consultation feedback would be needed.

Additional Accessible Equipment: The Clerk would continue to chase a response from BCBC regarding permissions. This also meets the criteria for National Lottery funding.

Defibrillator Re-location Coity Village: The Clerk reported that this had now been re-located to the front of a garage off Heol West Plas. Meditech have now offered to relocate free of charge. Councillor Williams suggested installing a defibrillator at the Oakwood View development.

Resolved: The information was noted and it would be recommended to Full Council to consult with public via an online survey regarding the additional accessible equipment for the play area and the fitness trail for Coity Field. The Coity Field consultation could go ahead immediately, the accessible play area equipment would wait until permission had been given by BCBC. The funding applications and confirmations were noted and the Clerk was thanked for her work in obtaining the funding. The Clerk would look into a possible location for a defibrillator at Oakwood View.

FR30/20 TO DRAFT A PRECEPT BUDGET FOR 2021/22

A first draft of a precept budget for 2021/2022 was presented and discussed and some additional project were suggested and discussed.

Resolved: The Clerk was asked to obtain quotations for the following items in order to consider them for inclusion in the precept budget. They would be needed in time for the next meeting where the precept budget would be finalised to present to Full Council in December.

- Annual Report (or special newsletter as Annual Report)
- Defibrillator for the Oakwood Development
- Blue Plaques
- Short promotional film on the community council for the website
- Cost of extending car park at the allotment gardens to include half of plot 34.
- Progress Heol Mair play area lease
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FR31/20 COMMUNITY ASSET TRANSFERS

The interest from the football teams in discussing the use of Pendre and Litchard Fields.

Resolved: It was agreed to recommend to Full Council that the Finance Committee would meet virtually with both teams who have expressed an interest in discussing the use of GW Avenue and Litchard Fields for football games/training.

FR32/20 CLERK'S REPORT

Town & Community Council Fund:

Details of the T&CC Fund for 2021/22 had been received since the agenda was set. The Clerk informed Members that the total available this is was £54,347.61. Projects needed to have a total minimum value of £5,000 and the maximum contribution for match funding will be £20,000 per project. Projects should ideally be linked to BCBC's Asset Management Plan 2021 (CAT Policy) and their Corporate Priorities. This was discussed and it was agreed that the refurbishment of the Heol Mair play area should be considered for submission.

Chair's Roll of Honour:

The Clerk had received agreement in principle from Awen Cultural Trust for installing an Honour Board at Coity Higher Community Centre. She showed Members examples of a contemporary and a more traditional design and discussed Members' preferences.

Resolved: The Clerk would obtain quotes for the refurbishment of the play area at Heol Mair for consideration for possible match funding from the T&CC Fund and obtain quotes for a Chair's Roll both contemporary and traditional versions.

FR33/20 **STAFF CONFIDENTIAL**

The Clerk & Asst Clerk were asked to leave the meeting. A discussion on the staff contracted hours of work took place.

Resolved: A recommendation would be made to Full Council.

FR34/20 **ITEMS FOR THE NEXT FINANCE & RESOURCES COMMITTEE MEETING**

- RoSPA Safety Training

Items for the agenda would be kept open until the next meeting.

FR35/20 **TO AGREE THE DATE AND LOCATION FOR THE NEXT FINANCE & RESOURCES COMMITTEE MEETING**

Resolved: The Committee will next meet on 27th November 2020 time and venue tbc

With there being no further matters to discuss the Chair thanked Members for their attendance and closed the meeting at 8.56 pm