



## **COITY HIGHER COMMUNITY COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD VIRTUALLY VIA ZOOM ON  
THURSDAY 12<sup>th</sup> NOVEMBER 2020 AT 7.00 PM**

Present: Councillors A Wathan (Chair)

D Barrington  
C Evans (from 7.49 pm)  
C Jones  
L Richards  
B Tiltman  
C Walburn  
M Williams

Apologies: Councillors A Davies, A Hughes and R Young)

Also Present:

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

Minute 54 Apologies: As above

55 DECLARATIONS OF INTEREST

Councillor	Item	Minute	Interest	Speak/Vote
B Tiltman	Allotment Gardens	58 & 63	Allotment Garden Tenant	No/No

56 TO READ, CONSIDER AND APPROVE THE MINUTES OF THE OCTOBER 2020 ORDINARY MEETING

The Minutes of the October 2020 Ordinary Meeting were presented for approval. They were accepted and approved as a true record of the meeting and were signed by the Chair.

**Resolved:** This was noted.

58 TO CONSIDER MATTERS ARISING FROM THE OCTOBER 2020 ORDINARY MEETING MINUTES

Minute 44 Matters Arising from September Meeting

**Community Noticeboards:** Taylor Wimpey have asked the Clerk to provide them with a quote for a noticeboard for Gerddi'r Castell and they will consider contributing. A response from BCBC ref. the proposed board at Joslin Terrace has not been received.

**Replacement Trees:** No response re details of replacement trees for Litchard Fields or adding the council to the borough's Tree Replanting Scheme has been received from BCBC.

**Lighting Columns Litchard Fields:** 9 are not working and the Clerk had reported them to Persimmon and Awen as a safety concern, but no response has been received to date.

**Beam Litchard Park:** BCBC have now agreed to reimburse the council in full for the cost of the beam - £2,187.

**Coity Post Office Defibrillator:** This has now been relocated from the Post Office to the front of a garage on Heol West Plas. Meditech have offered to carry out the work free of charge.

**Additional Accessible Equipment:** The Clerk is waiting for a response from BCBC.

**BAVO Funding Meeting:** This was useful and the two potential projects met the criteria subject to evidence of public consultation.

**Lease Heol y Groes Play Area:** The Clerk is waiting for a response from BCBC.

**Extending the Allotment Garden Car Park:** further update in the Finance Committee recommendations.

**Allotment Garden Contractor:** the repair has not yet been carried out, the Clerk will continue to chase up a repair date.

### **Minute 51 Correspondence**

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.

**Resolved:** The information was noted and the Clerk was asked to obtain a noticeboard quote to pass on to Taylor Wimpey, email Councillor Young to ask for updates on all outstanding matters, invoice BCBC for the cost of the removed beam, thank Meditech for their generous offer, pass on the fitness course plan to Councillor Williams to prepare an online consultation and chase up the allotment roadway repair. The Clerk was thanked for her work in obtaining the funding from BCBC.

### **59 SAFER ROUTES UPDATE**

BCBC had been unable to provide an update. They are unable to progress the action points discussed at the last meeting as staff resources have been directed to other operational matters and it is unlikely that they will be able to look at this issue until the new year at the earliest. Hopefully, they will be able to give these matters more consideration in due course.

**Resolved:** The information was noted. Members were extremely disappointed.

### **60 TOWN & COMMUNITY COUNCIL FUND 2021/22**

Details of the fund for 2021/22 have been released. The fund total is just over £54,000 and eligible projects should ideally be linked to BCBC's Asset Management Plan and Corporate Priorities. Applications should have a total value in excess of £5,000 with grants available up to £20,000.

Ideas were discussed and the following were suggested:

- Laying the rear of the grass verge to tarmac to make a footpath on Heol Simonston

- Refurbish Heol Mair play area

**Resolved:** The information given by the Clerk was noted. It was agreed that the Clerk would investigate both ideas and obtain quotes for discussion at the next Finance Committee meeting.

61 **FINANCE COMMITTEE RECOMMENDATIONS (1 STAFF CONFIDENTIAL ITEM)**

Councillor Williams, Chair of the Finance Committee made the following recommendations on behalf of the Committee Members:

- To go ahead with designing a walks leaflet, to include a short, medium and long walk. The Clerk would discuss this with the local Ramblers Association to identify the best routes. The leaflet would be distributed with the next council newsletter and would be available electronically on the website. The cost would be £576 for 5,000 copies.
- To save costs and employ a different bin emptying contractor.
- To consult with the public via a social media survey regarding a fitness trail for Coity Field and if permission is given by BCBC to add accessible equipment to the play areas not under the council's management, to carry out a survey at a later date.
- That the Clerk obtains quotes for items for further discussion for possible inclusion in the draft precept budget.
- To meet virtually with both teams who have expressed an interest in discussing the use of GW Avenue and Litchard Fields for their football games/training
- Staff Confidential.

**Resolved:** The information given by the Clerk was noted and all recommendations agreed

62 **FINANCE & ACCOUNTS**

1.Payment of Cheques

Authority was requested for the payments of all the cheques listed on the expenditure sheet for November 2020.

2.Budget Monitoring, Accounts & Budgets

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

### 3.External Audit

Two queries had been raised by the External Auditor; direction to the minutes on the website showing that the Annual Statement had been approved by Full Council and a variance query regarding salaries.

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

### **63**    CLERK'S REPORT

**Play Areas:** The Clerk reported an attempt to remove two of the play area management signs from Pendre Fields and Tanyrallt Avenue. These had now been repaired. In addition one of the COVID signs had been removed from Pendre Fields and one had been vandalised at Coity Playing Field. More would need to be ordered at a cost of £64 for 4. The parts recall on the basket swings at Pendre Fields and Coity Castle play area would be fitted free of charge by the installation contractor and provided free of charge by the supplier.

**Noticeboard Pendre:** A notice had been affixed to the front of the board and left an unsightly glue residue on the Perspex. This needed to be cleaned.

**Allotment Gardens:** Plot 34 has now been vacated and the tenant had written to apologise, explain and express his regret at having to leave the plot. The tenant at Plot 5 had requested permission to prune the hedge to the back of the plot as growth is penetrating through into the bee compound. The water supply had been turned off for winter.

**Fly Tipping:** Continues at Coity Higher Community Centre car park, despite the clothing bin having been removed.

**War Memorial Re-painting:** The wording on the memorial needed re-painting, the Clerk in consultation with the Chair and Vice-Chair, had obtained a quote and the work had been carried out prior to Remembrance Day.

**School Community Award Winners:** The council had been thanked, via their Facebook page, for the award and gift cards presented to the Coity Primary winner.

**Lights Trem y Castell:** Following a storm the street lights had failed. Councillor Evans had requested the Clerk reported it to BCBC's duty office. They had now been fixed.

**Oakwood View Play Area:** Councillor Tiltman had raised his concerns regarding two matters at this site. The overlap gap between both sections of the safety barrier exiting the site onto the by-pass and a drop from a wall nearby. The Clerk had reported both to BCBC and Planning Enforcement were looking into both matters.

**Christmas Tree Pit Parc Derwen:** Persimmon have asked the council to pay the invoice for the pit and invoice them for 50% of the cost.

**Resolved:** All information was noted. The Clerk was asked to order more COVID signs and arrange for the missing/vandalised ones to be replaced, arrange for the Pendre noticeboard to be cleaned and to give the go ahead for the tenant to trim back the hedge to the rear of his plot.

64 **MEMBER REPORTS**

Vice-Chair, Councillor Williams had placed a wreath on behalf of the Community Council at a Remembrance Day wreath laying service in Coity.

Councillor Tiltman had attended a virtual One Voice Wales meeting and AGM where the Chair and Vice-Chair had been re-elected. In addition, Councillor Tiltman said council responses to COVID were discussed and this was discussed further by the community council.

**Resolved:** The information was noted. It was agreed that any requests for assistance from residents during the COVID pandemic would be considered and discussed on an individual basis.

65 **BOROUGH COUNCIL UPDATES**

Councillor Amanda Williams joined the meeting and gave an update on issues with lighting columns not working, drainage problems, Kier collections in the lanes, the play areas at Trem y Castell and Parc Derwen and a survey on policing in the future.

**Resolved:** The information was noted. Councillor A Williams would forward the survey to the Clerk to share with Members.

66 **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 Members attention to two Welsh Government consultations, the BCBC Fit for the Future budget consultation including an offer to attend a future council meeting to give a presentation, 4 resident concerns re slippery leaves on Litchard Hill and the footway from Litchard Park onto Litchard Hill, concerns re groups of youths gathering at Heol y Groes play area during COVID restrictions, lighting columns not working in Pendre Fields and a request for Christmas lighting column decorations at Heol West Plas at the junction with Litchard Cross and a letter from Cerebral Palsy Cymru (formerly Bobath). The Notice & Scheme Drawing Heol Spencer/Heol Hopcyn John was discussed.

**Resolved:** The information was noted. It was unanimously agreed that Members would individually take part in the budget consultation survey as the next meeting would be a Precept only meeting. The Clerk had referred the issue with leaves on

the footway to BCBC and asked the PCSO to patrol the Heol y Groes area more frequently. The Clerk was asked to chase up the lighting issues in Pendre Fields with Councillor Young and the request for Christmas lighting was noted for 2021 as plans for this year were already in place, though the lighting columns may not be suitable to hold motifs. The letter from Cerebral Palsy Cymru would be considered with other financial donations at the March meeting. The Clerk was asked to look up the original comments made to BCBC on the Heol Hopcyn John/Heol Spencer plan and reiterate those comments to BCBC.

67 **PLANNING**

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

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

68 **URGENT ITEMS FOR THE DECEMBER 2020 PRECEPT MEETING**

**Resolved:** It was agreed to keep the agenda open to include urgent items that may arise during the month. The next meeting will be on Thursday 10th December 2020 at 7.00 pm

The meeting closed at 8.00 pm