



## COITY HIGHER COMMUNITY COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD VIRTUALLY VIA ZOOM ON  
THURSDAY 11<sup>th</sup> MARCH 2021 AT 7.00 PM

Present: Councillors A Wathan (Chair)

D Barrington  
A Davies  
C Jones  
L Richards  
B Tiltman  
C Walburn  
M Williams

Also Present:

Mrs A C Harris, Clerk & RFO  
Mr P Ley, Asst. Clerk & FO  
1 member of the public (until 8.11 pm) & Cllr A  
Williams

Minute 109 Apologies: Councillors Evans and Young  
No apologies: Councillor A Hughes

## MEETING OF THE COUNCIL - 11<sup>th</sup> MARCH 2021

The Chair welcomed the member of the public to the meeting and he Chair reminded Members of the following Standing Order: 3l - photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the Council's prior written consent.

### 110 DECLARATIONS OF INTEREST

Councillor	Item	Minute	Interest	Speak/Vote
B Tiltman	Allotment Gardens	114	Allotment Garden Tenant	No/No

### 111 TO READ, CONSIDER AND APPROVE THE MINUTES OF THE FEBRUARY 2021 ORDINARY MEETING

The Minutes of the February 2021 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.

### 112 TO CONSIDER MATTERS ARISING FROM THE FEBRUARY 2021 ORDINARY MEETING MINUTES

#### Minute 100 Project Updates

##### **New Footpath Leaflet and Map:**

Ramblers Cymru have confirmed that they are happy to fund the Community Council's footpath leaflet and map. They will work with the Clerk and the local walkers to design the short, medium and long walks, and ask that the Community Council do a social media survey to gather information.

They will design and print the leaflet and the Community Council will provide the text. They will also install way markers and have offered to provide some kit too if we can get local residents interested in helping maintain the walk paths. They will provide secateurs, loppers, gloves, pruning saws, eye protection and high-viz vests.

##### **Footpath 52/52a:**

The work should be completed this week; the Clerk asked for guidance on sign off.

**Minute 101 Asset Transfer Updates**

The council's T&CC application to refurbish Heol Mair play area had been submitted by the Clerk and the Community Council has received acknowledgement from BCBC of its receipt.

**Minute 105 Clerk's February Report**

**Litchard Fields Bin:**

An update had been received to say they'll be replaced shortly.

**Play Areas:**

The supplier will replace the safety chain on the basket swing in Pendre Fields with a galvanised one and they'll also inspect the roundabout in Coity Castle to see why it's not turning as freely as it should.

**Resolved: The information and action of the Clerk were noted and accepted. The Clerk was asked to speak to Pride in Coity regarding helping with future footpath maintenance. Sign off for the work to footpath 52/52a would be via a site meeting with all councillors who are able to attend and the Clerk.**

Note: Councillor Young lost internet contact during the next item at 7.26 pm and was unable to return to the meeting.

113 **SAFER ROUTES UPDATE**

The need for a footway along Heol Spencer was discussed.

All Members were encouraged to respond to the Active Travel consultation currently taking place.

A question asked was how do we get the schemes called for funding?

**Resolved: The information was noted. It was agreed that the Clerk would investigate the land ownership along Heol Spencer and the members of the CAP Steering Committee would meet for an informal chat to plan the next steps to feedback to council at the April 2021 meeting.**

Note: Councillor A Davies left the meeting at 7.31 pm and returned at 7.43 pm

114 **ALLOTMENT GARDENS**

The erection of polytunnels at the allotment garden had increased recently and some are large. To date when permission has been sought to erect a tunnel the Clerk had used the shed rules as a guide, however some had not sought permission and they were larger and in unsuitable locations.

A discussion took place and a proposal was made and unanimously agreed that the following rules would be put in place:

- The tenant will be responsible for providing the polytunnel and s/he will be responsible for removal and disposal of the polytunnel at the end of the tenancy and for reinstating the site.
- The maximum dimensions shall be 1.25m by 1.85m by 2m high.
- Any polytunnel that is currently erected at the site and is over the maximum dimensions stated above and located at the front not the rear of the plot, should be replaced with a smaller polytunnel and relocated to the back of the plot when the cover is next due for replacement.
- Polytunnels should be placed at the rear of the plot. If your plot is a half plot it should be placed at the rear of the half plot not at the front.
- The polytunnel must be kept in good repair and if not the Council will give 28 days' notice requiring removal of the polytunnel and reinstatement of the site.
- A strip of land one yard wide between the rear of the plot and the fence line/boundary must be left, which must be grassed and cut by the tenant.

The number of residents on the waiting list is currently 19 and it was agreed that the Members of the Allotment Garden Appeals Committee would have an informal chat about future possibilities and report back their findings to the April 2021 meeting for discussion.

**Resolved:** Polytunnel rules as stated above were unanimously agreed and an informal discussion would go ahead regarding the current waiting list for feedback to the April 2021 meeting for further discussion.

#### **115 HOUSING DEVELOPMENTS**

The Clerk gave an update on a recent meeting with a representative of Remus at the Oakwood View development, regarding open spaces, adopted highways and lighting, play areas, grass cutting, bin provision etc. Members discussed this matter.

**Resolved:** It was agreed that local member, Councillor A Williams would be asked to investigate what the planning conditions stated. The Clerk was asked to find out further information from local member, Councillor R Young.

#### **116 CONSIDER DEFERRED 2020/21 FINANCIAL REQUESTS**

The Clerk had distributed details of the requests with the meeting papers and these were discussed.

**Resolved:** It was agreed to donate to the following - Hope Rescue £200, Pride in Coity £250, Wales Air Ambulance £250.

**117 FINANCE & ACCOUNTS incl. Finance Committee Recommendations**

**1.Payment of Cheques**

Authority was requested for the payments of all the cheques listed on the expenditure sheet and one on the additional papers for March 2021.

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

The budget monitoring report for February 2021 was included in the meeting papers.

**3.Bank Signatories**

The Clerk requested authority to add new signatories to the Community Council's bank account. This had been authorised in September 2017 (Minute 59) and in December 2019 (Minute 108) but had not been actioned by the bank.

The new signatories to be added were: A Hughes, A Wathan, M Williams

**4.Finance Committee Recommendations**

1. There were no threats or concerns regarding the 2020/21 budget

2. To recommend/notify full council:

-To write to BCBC to seek clarity on the statement given by the Leader ref. sports fees.

-The Clerk to query whether the precept for Oakwood View, Pendre is shown as Brackla CC or Coity Higher CC on their council tax bills.

-To query the role REMUS play in the management of the developments at Oakwood View and Gerddi'r Castell

-To recommend a Coity Higher walks app as a future project

-To recommend that Coity Higher take part in the Independent Remuneration Panel Wales T&CC Review

-To notify council that the next Finance & Resources Committee meeting will take Place in April 2021

**Resolved:** All information was noted and authority was given to the Clerk to make the agreed payments. The Assistant Clerk was asked to draft a letter of complaint to the bank regarding the request to change the bank signatories. All Finance Committee Recommendations were agreed.

**118 MEMBER REPORTS**

Councillor Jones had attended a virtual Town & Community Council Forum meeting and shared the information.

**Resolved: All information was noted.**

### **119 BOROUGH COUNCIL UPDATES**

Councillor A Williams gave an update for Coity including lighting issues at Parc Derwen, play area progress, anti-social behaviour issues, census recruitment, active travel, planters on Heol Spencer etc.

Councillor R Young had sent a report to the Clerk, which had been circulated to Members. Included in the paper was information on BCBCs budget setting, active travel, covid testing, the census and Safer Routes.

It was noted that no report had been received on the Litchard Ward from the borough member, Cllr. S Vidal.

**Resolved: All information was noted. The Clerk was asked to meet with the resident of Heol Spencer to discuss the planters.**

### **120 CLERK'S REPORT**

#### **Footpaths:**

Footpath 52/52a is now almost complete. A suggestion for the future is to add some solar lighting to guide walkers along the path in the dark. The Clerk informed Members of a delivery problem at the start of the work.

#### **Play Areas:**

- A COVID sign had been pulled off Coity Castle play area again and reaffixed.
- Two COVID signs at Litchard Park play area had been removed, one had been located and reaffixed. A spare had been used to replace the second one.
- A road sign has appeared on the Litchard Park play area. The Clerk had asked BCBC to collect it.
- One of the management signs at Pendre Fields had been removed, damaged and thrown in the nearby trees. This will be repaired and new fixings attached.
- Two further spare COVID signs had been ordered.

#### **Allotment:**

Another half plot had been handed back for re-let.

**Asset Transfers:**

Dunraven Estates has now responded to correspondence informing the Clerk that due to lockdown other estate issues had taken priority and the lease for Coity Castle play area will be chased up.

**Issues in the Month:**

- A complaint had been received about the condition of the rubber matting at Heol Castell Coity play area which the Clerk had reported to BCBC.
- The bin at GW Avenue had been overflowing, again the Clerk had reported this to BCBC.

**Christmas Tree/Pit Parc Derwen:**

A donation of £2,250 had been received from Persimmon for the costs.

**Resolved:** All information and action of the Clerk was noted and accepted. The Clerk was asked to thank Persimmon for their donation.

121 **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 the following:

- Active Travel Consultation
- A4061 Rotary International Way/Prohibition of Pedestrians (variation) (revocation) order 2021
- BCBCs response to resident's complaint re. traffic in Coity Village.
- Email complaint re. no reply from Councillor email or Facebook correspondence
- Litchard resident's offer to litter pick along Heol Hopcyn John
- Independent Remuneration Panel Wales' annual report February 2021. Note no changes for T&CCs.
- Email from resident about the width of footpath 52/52a
- Financial Request from Pride in Coity

**Resolved:** The information was noted. Members were urged to complete the Active Travel Consultation and the Clerk had linked up the Litchard resident with Pride in Coity. All other correspondence was noted, but no action requested.

122 **PLANNING**

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

It was agreed to support the transformation of an unused office into a hair salon on Brackla Industrial Estate as there is a lack of similar businesses in the area to support the growing population.

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

123 **ITEMS FOR THE APRIL 2021 MEETING**

- Trees on Playing Fields
- Grass Verge Parking

**Resolved:** It was agreed to keep the agenda open to include items that may arise during the month. The next meeting will be on Thursday 8<sup>th</sup> April 2021 at 7.00 pm

The meeting closed at 8.50 pm