



## COITY HIGHER COMMUNITY COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD VIRTUALLY VIA ZOOM ON  
THURSDAY 13<sup>th</sup> MAY AT 7.00 PM

Present: Councillors A Wathan (Chair)

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

Also Present:

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

Minute 1 Apologies: Councillor Young

The 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.

## **2 DECLARATIONS OF INTEREST**

<b>Councillor</b>	<b>Item</b>	<b>Minute</b>	<b>Interest</b>	<b>Speak/Vote</b>
B Tiltman	Allotment Gardens	4, 11 & 12	Allotment Garden Tenant	No/No

## **3 TO READ, CONSIDER AND APPROVE THE MINUTES OF THE APRIL 2021 ORDINARY MEETING**

The Minutes of the April 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.

## **4 TO CONSIDER MATTERS ARISING FROM THE APRIL 2021 ORDINARY MEETING MINUTES**

**Minute 131 Trees on Playing Field:** Councillor Tiltman and the Clerk had held a site meeting to identify areas for planting and agree the variety of trees to plant.

**Minute 132 Grass Verge Parking:** The Clerk had raised the Council's concerns with BCBC who would inspect the areas.

**Minute 134 Member Reports:** The footpaths had been inspected and the Clerk clarified that sections were muddy, probably due to livestock in the field seeking shade in this area. It was also clarified that a desire path is being used to cross the field rather than the official footpath nearby. Going forward the Clerk suggested that if the path was impassable due to mud the contractor would attempt to make the path wider to the sides to allow access.

**Minute 136 Clerk's Report:** The Clerk informed Members that the fascias and wood to the roof of the communal shed has now been replaced. In addition, the goal mouths at Coity field have been re-seeded.

**Resolved:** The information and action of the Clerk were noted and accepted. The Clerk was asked to obtain a quote for the supply and installation of the trees for the playing field.

**5 SAFER ROUTES UPDATE**

Councillor Davies gave an update regarding this year's grant, what work will be carried out and the constraints relating to landownership and services on Heol Spencer.

**Resolved:** The information was noted. It was agreed that the Clerk and Vice-Chair would meet to amalgamate the information they'd collated in regards to land ownership and provisional plan for Heol Spencer pavement installation and present at the June 2021 meeting.

**6 ALLOTMENT GARDEN UPDATES**

A site visit to look at the type of allotment at Heol y Mynydd, Sarn had been made which only used raised beds and would suit a smaller area of land. The beds measure 16' x 8'. The next step would be to look into land ownership of the areas identified by the committee as possible suitable allotments.

**Resolved:** It was agreed that the Clerk should carry out land searches to look into land ownership.

**7 CONSULTATION: LOCAL AUTHORITY POWER TO TRADE**

Members had been sent information on the consultation the previous month with a view to reading it and feeding back to the meeting in order to make a join response before the closure on 11<sup>th</sup> June 2021.

**Resolved:** It was agreed that Members should submit their feedback to the Clerk for her to submit one response.

**8 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 for May 2021.

2.Budget Monitoring, Accounts & Budgets

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

3.Finance Committee Recommendations

A Finance Committee meeting had been held on 6<sup>th</sup> May 2021 and the following points/recommendations were made to full council:

1. There were no threats or concerns regarding the 2021/22 budget.
2. The unaudited year end 2020/21 figures were discussed and raised no concerns.
3. To recommend/notify full council:

- Coity Higher Community Centre Asset Transfer - to write to BCBC regarding setting up an agency agreement up to March 2023 for them to pay CHCC to run the Centre. To seek a meeting with those in authority to discuss further.
- Not to supply a skip to the allotment gardens in 2021 as it is the tenant's responsibility to keep their plots clean and tidy and a reminder will be sent with the tenancy renewal letter in September.
- To write to the Leader/Chief Executive at BCBC to request clarification on the lease of Heol y Groes Play Area, Litchard.
- To consider including money for a replacement fence around Coity Castle play area in next year's precept.
- Following a request for bins along Pen y Cae Lane, for the Clerk to discuss the possibility with BCBC and look into costs.
- To recommend the planting of bluebells in a corner of Coity Playing Field.
- Following a request for flower planters on Heol Spencer, for the Clerk to make enquiries with BCBC to see if a licence would be granted, before full council considers the costs.
- It was noted that Pride in Coity have agreed in principle to work in partnership with CHCC to help maintain the walking routes identified in the new leaflet, using the equipment provided by Ramblers Cymru.
- The boundary between CHCC and Brackla CC at Oakwood View was noted.
- It was noted that confirmation had been received from BCBC that CHCC's T&CC grant funding application had been successful for the match funding of the refurbishment of Heol Mair play area in Litchard (£15,003)
- The next Finance & Resources Committee Meeting will be held in July 2021.

#### 4. Rights of Way Agency Agreement

A letter had been received from BCBC increasing the council's agency agreement payment by 345 TO £1,234.87.

#### 5. Bank Balance Following Receipt of Precept

The Clerk raised her concerns that the balance in the bank account was well over the Financial Compensation Scheme limit.

It was noted that there were still outstanding matters regarding the management of Heol y Groes play area, Litchard.

**Resolved:** All information was noted and authority was given to the Clerk to make the agreed payments. All Finance Committee recommendations were approved and agreed. The Clerk was asked to write to Councillor Young regarding the play area matters. Money in the bank accounts were not a concern.

## **9 MEMBER REPORTS**

Councillors Tiltman and Williams had attended separate One Voice Wales meetings of the Area and Larger Committees. Amongst issues discussed were Place Plans, petitions, annual reports, health board representatives and training. It was noted that OVW are offering CAT training.

Councillor Jones had attended the T&CC Forum where items discussed were a presentation on the climate emergency programme, possible 20mph routes in the borough and a consultation and electric car charging points.

**Resolved:** All information was noted. The Clerk would attend CAT training.

## **10 BOROUGH COUNCIL UPDATES**

Councillor Young was not present at the meeting but had sent a written report including an update on the sale of the burial ground off Heol Spencer.

Councillor A Williams attended this section of the meeting and matters raised included: election boundaries, fees at Oakwood View and Gerddi'r Castell, burial site sale, primary school provision for Coity, Section 106 money for Gerddi'r Castell and Oakwood View, cars mounting the pavement at Litchard Cross, traffic on Heol yr Eglwys/Heol yr Ysgol, damage in Parc Derwen following storms, Parc Derwen play area issue with dead grass, play area for Trem y Castell which should commence in July, flooding on Heol West Plas, a meeting with Jamie Wallis regarding internet provision and Rights of Way issues in Pantypwllau.

**Resolved:** All information was noted. It was agreed that the Council would consider covering the cost of bollards at Litchard Cross and that Councillor Davies would speak to Councillor Young about the matter as it's in the Pendre Ward. The Clerk was asked to forward the correspondence from BCBC regarding the drop and safety barrier concerns at Oakwood View to Councillors Young and A Williams.

## 11 CLERK'S REPORT

**Community Programme Pitch Coety Primary School:** The Clerk had received correspondence from BCBC regarding looking at a community programme over the summer period. She had asked for further information, but none had been received to date.

**Allotment Gardens:** A tenant had suggested opening an allotment shop and the Clerk updated Members of the details of the suggestion.

**Rights of Way:** A request had been received via BCBC to clear footpath 12a. This had recently been done.

**Litter Issues Pen y Cae Lane:** A resident had requested placing bins along this road. The Clerk had written to the food outlets at McArthur Glen to request help with the litter problem.

**Street Name Sign Joslin Terrace:** The Clerk had requested that BCBC repair or replace the sign as it has fallen off.

**Tiksac Dog Bag Dispenser:** This has now been installed on a post near the council's bin and bench off Heol y Groes roundabout.

**Coity Castle Play Area Fence:** This had been repaired today with new posts, reinforced old posts and the missing fencing replaced.

**Hedges and Trees Cutback:** Letters had been sent to the owners of the gardens that back onto Coity Castle play area and to residents to the side of Litchard Park play area. The Coity resident had responded saying they would cut them back at the end of the bird nesting season, the Pendre resident has yet to reply.

### **Issues in the month:**

- Another management sign damaged at Pendre Fields
- Baby swing seat damaged at Pendre Fields with melted plastic being held above the seat - an attempt to remove it has been made with little success.
- New bung to the bench at Coity Field removed - this has been replaced
- Request from resident to lock or replace the kissing gate at Coity Castle

**Attendance at OVW/SLCC Conference:** The Clerk updated Members on some matters raised at the conference. Amongst these were the following changes:

- A training policy for staff and councillors will be mandatory by 5<sup>th</sup> May 2022 and published by November 2022
- Annual Reports will be mandatory from April 2022 and published by October 2022.

- Attendance at Meetings will change effective 5<sup>th</sup> May 2022.
- Publishing requirement 7 days after a meeting with immediate effect.

**Resolved:** All information and action of the Clerk was noted and accepted. The Clerk was asked to ask BCBC for further information on their provision plans for Coety pitch, to refuse the request to open an allotment shop, to pursue the cutting back of the trees at Litchard Park nearer the end of the bird nesting season, to confirm that Pen y Cae Lane is within the Litchard boundary and if so make enquiries regarding bin provision from BCBC. To see if management signs in a tougher material could be sourced. The Clerk would look into the legal requirement of two gates within a play area and take H&S advice re the gate.

## 12 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:

- Allotment Tenant - thanks for the repair to the communal shed
- Agenda for T&CC Forum
- Remittance received for Precept 2021/22
- Offer letter received from T&CC Fund for Heol Mair play area
- Bridgend Ramblers - available funding for gates and styles
- Tenovus Cancer Care - generic letter requesting financial support
- Resident - thanks for bin emptying and repair to baby swing Pendre Fields
- Resident - request for bins at Pen y Cae Lane
- Allotment Tenant - request for skip
- Mudiad Ysgol Meithrin - request to include info on Clwb Cwtchs Welsh Learner Sessions on the council's website
- Resident - concerns re trees to the rear of Penylan Litchard
- Residents - request for Christmas tree in 2021 at Gerddi/Trem y Castell

**Resolved:** The information was noted. There were no items suggested for the T&CC Forum agenda, funding and remittance letters were noted, the Clerk to identify gates/styles that may need replacement, the Tenovus letter would be deferred to March 2022 for consideration, the request for a skip would not be granted, the Clwb Cwtch information could be uploaded to the website, the Clerk would respond regarding the trees to the rear of Penylan and the Clerk would obtain quotes for the Christmas provision including a tree for Gerddi/Trem y Castell. It was also unanimously agreed that the Clerk would apply for any future funding that was suitable for the council's projects.

13 **PLANNING**

All planning information had been emailed to Members including correspondence from Planning Aid Wales and with the consent of the Chair two additional planning request which had been received since the papers had been distributed.

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

14 **ITEMS FOR THE JUNE 2021 MEETING**

- Christmas Provision 2021

**Resolved:** It was agreed to keep the agenda open to include items that may arise during the month. The next meeting will be held on Thursday 10<sup>th</sup> June 2021 at 7.00 pm

The meeting closed at 8.31 pm