



## COITY HIGHER COMMUNITY COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD VIRTUALLY VIA ZOOM ON  
THURSDAY 14<sup>TH</sup> OCTOBER AT 7.00 PM

Present: Councillors A Wathan (Chair)

D Barrington  
A Davies  
C Evans  
A Hughes (left at 7.25 pm)  
B Tiltman  
C Walburn  
M Williams

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

Minute 66 Apologies: Councillors C Jones, L Richards and R Young

67 **DECLARATIONS OF INTEREST**

Councillor	Item	Minute	Interest	Speak/Vote
B Tiltman	Allotment Gardens	69	Allotment Garden Tenant	No/No
M Williams	Unofficial Footpaths	73	Knows the landowner	No/No

68 **TO READ, CONSIDER AND APPROVE THE MINUTES OF THE SEPTEMBER 2021 ORDINARY MEETING**

The Minutes of the September 2021 Ordinary Meeting was 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.

69 **TO CONSIDER MATTERS ARISING FROM THE SEPTEMBER 2021 MEETING**

**Minute 53 Matters Arising from the July 2021 Meeting**

The council's application for grant funding from the Paths to Wellbeing scheme had been successful with only 3 communities for the region being selected from 29 applications.

The grant includes the following:

- Rights of Way training to volunteers and landowners
- 10 mobility gates
- 6 way marker posts
- 44 waymarks
- 5 new walking routes identified and 3 family friendly routes (2 of the new routes and 1 family friendly one will be on the first leaflet produced)
- 1 information board
- 2 benches
- 1 of the 3 successful communities will receive an art sculpture designed by the communities themselves
- Trees for Coity Field
- 2kg Wildflower seed
- 8 Wildlife nesting boxes
- 50m of fencing to protect natural environments
- 2 invasive species days (involve schools)

At a recent site meeting tree planting, wildflower seed planting between the trees, wildlife nesting boxes, a bug hotel and invasive species days were discussed as a start to the project work. Arrangements had been made for representatives of Ramblers Cymru to consult with the public at both primary schools.

### **Christmas Lights/Decorations:**

Permission has been granted by Persimmon for the additional motifs on the bottom spine road of Parc Derwen. At a site visit with a representative of Centre Great an initial 5 columns were identified as suitable for use this year and these could be added to year on year if agreed at full council. In addition, the Clerk had asked Persimmon to cut back a large bush which would hide one of the motifs and they had agreed to carry out the work.

A suitable place for the new Christmas tree pit for Gerddi/Trem y Castell had also been identified and permission has been sought from Taylor Wimpy to carry out the work.

### **Minute 58 Operation London Bridge**

The Clerk had obtained a quote for an online Condolence Book and an example had been sent out to Members.

### **Minute 59 Finance & Accounts incl. Finance Committee Recommendations**

The first working group meeting will take place on Thursday 21<sup>st</sup> October 2021. The withdrawal of match funding for the refurbishment of Heol Mair play area had been made to BCBC and confirmation received that they've now removed it from the capital works programme. Letters had been sent to all allotment tenants regarding the rent increase for 2022/23.

### **Minute 62 Clerk's Report**

**Play Areas:** The replacement swing in Coity play area will be installed asap. The replacement part for Litchard Park will be installed within a week.

**Daffodil Bulbs:** All except the ones for Gerddi/Trem y Castell have been planted and permission from Taylor Wimpey has been sought. The bluebell bulbs have been planted in Coity Field.

**Ash Die Back Allotment Garden:** The work will be carried out from 19<sup>th</sup> to 23<sup>rd</sup> November.

**Newsletter:** A draft will be sent out shortly for amendments/approval.

**Remembrance Service Coity:** Remembrance Sunday is the 14th of November this year and people are to meet at the war memorial at 10.45 am

**Meetings in Person:** The Clerk gave an update on her findings and prices for room hire for future meetings.

**Resolved:** The information and action of the Clerk were noted and accepted. The Clerk was thanked for her work on the Christmas lighting and the grant funding application for Paths to Wellbeing. It was unanimously agreed to go ahead and get an on-line condolence book designed and to hire Litchard Primary School for future meetings.

## 70 SAFER ROUTES UPDATE

Councillor Williams had collated the updates submitted by Councillors Davies and Jones and talked Members through the additions to the updated draft Community Access Plan.

Councillor Davies gave a Pendre update and asked the Pendre councillors to have a look at Pendre at night time and feedback any further issues to Councillor Williams for inclusion.

Councillor Tiltman said that some of the issues raised were maintenance issues and should be referred to BCBC asap.

**Resolved:** The information was accepted. It was agreed that Members would submit their comments to the Clerk within a fortnight so that Councillor Williams could do a further update for approval at a future meeting.

## 71 COMMUNITY ASSET TRANSFER UPDATE

The Clerk gave updates on Litchard Fields and Community Centre, Great Western Avenue fields, Joslin Terrace and Heol y Groes play areas.

**Litchard Fields/Community Centre:** BCBC's CAT Officer had asked the Clerk to confirm when the working group would complete their review of the offer/lease.

**Great Western Avenue:** BCBC had informed the Clerk that they were in the process of obtaining the portion of land they do not currently own via the Land Registry and as soon as that is complete, they'd be happy to offer a 35-year lease to commence 1<sup>st</sup> April 2022.

**Joslin Terrace:** Llanmoor Homes have offered to directly transfer both the play area and adjoining land into the community council's ownership and to give this council the commuted sum and pay the legal fees. They've also offered to power wash the play area and repair the gates. The Chair, Vice-Chair and Clerk had met with representatives of Llanmoor prior to the council meeting to find out as much information as possible. The offer was discussed in full.

**Heol y Groes:** The Clerk had written to BCBC to ask for a refund for the costs spent on the play area over recent years.

**Resolved:** The information was accepted. The Clerk was asked to let BCBC know that they would respond to them regarding Litchard Fields/Community Centre as soon as the working group had completed their review. The Clerk was asked to write to BCBC to say the council welcomes their updated offer and await confirmation from them that the process of obtaining the land has been completed. A vote was taken on the Joslin Terrace offer and it was unanimously agreed to accept the offer and to inform BCBC of the council's attention. BCBC had responded regarding the lease and refund for Heol y Groes and it was unanimously agreed that the Clerk should seek advice from the council's solicitor on this matter and to let BCBC know that was the decided resolution on this matter.

## **72 ALLOTMENT COMMITTEE UPDATE**

The Clerk gave an update on land identified for allotments.

**Resolved:** The information was noted.

## **73 IRPW REPORT**

The draft report had been sent out to Members via email. The consultation closes on 26<sup>th</sup> November 2021.

The two points that will affect T&CCs are:

- That council groupings will change from 3 to 5 and will be based on the number of electors rather than the budget as it has been in previous year.
- There is an optional allowance for attendance of up to £30.

**Resolved:** The information was noted. It was unanimously agreed that councillors will respond individually to the consultation.

## **74 UNOFFICIAL FOOTPATHS**

Note: Councillor Williams introduced this item, then removed himself from the meeting at 8.32 pm until he was recalled into the meeting after the discussion ended.

These were discussed along with how to find out further information such as who's using it, how many use it etc.

**Resolved:** The information was noted. The Clerk was asked to request further information from RoW on how to register an unofficial footpath.

**75 IN YEAR PROJECT IDEAS**

Members suggested ideas which included:

- A remembrance bench on Heol West Plas near the planter on the corner of Heol yr Ysgol.
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- A bench at Trem y Castell in the vicinity of the pylon.
- The procurement and management of the bollard work at Litchard Cross.
- Speed signs for the top of Heol Spencer
- A bench half way up Heol Spencer

**Resolved:** These were agreed. The Clerk was asked to investigate all the suggestions and obtain quotes.

**76 CONSULTATION WITH COMMUNITIES**

This item removed and not discussed.

**77 FINANCE & ACCOUNTS**

1.Payment of Cheques

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

2.Budget Monitoring, Accounts & Budgets

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

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

**78 MEMBER REPORTS**

Councillor Williams had written to BCBC regarding his concerns about Coity being under-represented by the number of councillors. This was discussed.

**Resolved:** The Clerk was asked to write to BCBC expressing the council's disappointment and copy in the MP and AM and to seek advice from One Voice Wales.

## **79     BOROUGH COUNCIL UPDATES**

Councillor Young was unable to attend the meeting but had sent a written report which included information regarding a crossing at Heol West Plas and BCBC's budget consultation.

Councillor Amanda Williams attended the meeting and gave a report which included an update on play areas, speed signs, the recent attack at Heol West Plas, flooding at Parc Derwen, the Parc Derwen pharmacy, gridlock at Hendre lanes, bollards at Litchard Cross, a planning appeal amendment, animal cruelty issues, changes to Coety Primary car park, the crossing at Heol West Plas and a footpath at Gerddi'r Castell.

**Resolved:** All information was noted. The Clerk was asked to invite a SW Police rep to the next meeting in November for a general update and to discuss the bollard issue at Litchard Cross and the parking issue at Gerddi'r Castell.

## **80     CLERK'S REPORT**

**Floral Displays:** The Clerk informed Members that the floral baskets and planters will be emptied within a week and the planters re-planted with winter plants.

**Dog Waste Dispensers:** Councillor A Williams had been approached by residents to request that the council purchase and install 3 dog waste bag dispensers in Parc Derwen. Pride in Coity have agreed to store and refill the dispensers.

**Footpath:** The RoW Manager had approached the Clerk to enquire if the council would consider working in partnership with them to procure the footpath work at the top of Heol Spencer that runs to Pantypwllau and project manage it.

**Resolved:** All information and action of the Clerk was noted and accepted. It was unanimously agreed to purchase the dispensers subject to permission from Persimmon. It was unanimously agreed that the footpath work could be procured and managed by the Clerk and work in partnership with BCBC subject to the time the Clerk spends on the project being recorded and the admin cost being reimbursed by BCBC.

**81 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:

- The many consultations and surveys included in the correspondence including the IRPW draft Annual Report Consultation
- Potential Candidate Sessions on 18<sup>th</sup> & 25<sup>th</sup> November hosted by BCBC
- Ray of Light Wales Cancer Support - financial request
- Request ref. allotment plot
- Request for information and guidance ref. remembrance events

**Resolved:** The information was noted. It was unanimously agreed to decline the request ref. allotment plot.

**82 PLANNING**

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

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

**83 ITEMS FOR THE NOVEMBER 2021 MEETING**

**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 11<sup>th</sup> November 2021 at 7.00 pm

The meeting closed at 8.59 pm