



COITY HIGHER COMMUNITY COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE COMMUNITY CENTRE, HEOL WEST PLAS, LITCHARD CROSS, BRIDGEND ON THURSDAY 8TH FEBRUARY 2018 AT 6.30 PM

Present: Councillors A Wathan (Chair)

A Davies
A Dodd
C Evans
C Jones
A Hughes
C Walburn
M Williams
R Young

Apologies: Councillors D Barrington and L Richards

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

118 **DECLARATIONS OF INTEREST**

The following interests were declared:

Councillor	Item	Minute	Interest	Speak/Vote
Mr A Dodd	Community Award	123	Friend of one of the Nominees	No/No
Mrs A Hughes	Community Award	123	Friend of one of the Nominees	No/No
Mr M Williams	Community Award	123	Friend of one of the Nominees	No/No
Mr R Young	All matters referring to BCBC	All relevant incl. 126 & 131	Member of BCBC	No/No
	Community Award	123	Friend of one of the Nominees	No/No

119 **TO RECEIVE MR ANDREW TAIT OF DEAFBLIND CYMRU/UK FOR A PRESENTATION**

Mr Tait gave a brief but very informative presentation on the work of the charity Deafblind Cymru/UK which supports dual perception loss in deaf/blind people.

120 **MINUTES OF THE JANUARY 2018 ORDINARY MEETING**

The Minutes of the Ordinary Council Meeting held on 11TH January 2018 were accepted and approved as a true record of the meetings and the minutes were signed.

Resolved: This was noted.

121 **TO CONSIDER MATTERS ARISING FROM THE JANUARY 2018 MINUTES**

Defibrillators

Permission has now been granted for both locations and the cabinets will be installed within the next two weeks.

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Dog Waste Dispenser

A suitable location has now been identified in Litchard Fields and the dispenser will be installed shortly.

Footpath 16 Extinguishment

The Rights of Way Manager had provided the Clerk with information regarding the process and expense of an extinguishment and this was discussed.

Capital Asset Transfer

An Expression of Interest form has been completed and it will be submitted to the next meeting of the CAT Steering Group which is due to meet on 7th March, in the meantime the Property Service and Legal Services teams will undertake the necessary checks.

Meeting re Bins and Play Areas Parc Derwen

Possible meeting dates have been requested from BCBC.

Local Planning Place Plans

BCBC will be holding training sessions for T&CC on this next year. The plans are not statutory and need to be created in partnership with the LPA and should reflect the LDP. The Design Commission for Wales has undertaken some work on a variation of this scheme called Shape My Town which is interesting.

Footpath 17

A 2 metre wide section of this path has been cleared next to the existing muddy path to allow pedestrians access to walk this section via another route and give the muddy area time to dry out.

Correspondence - Litchard Primary School Request

The request has been included in the Clerk's letter to tenants with a response deadline of 28th February.

Resolved: The information and action of the Clerk was noted. It was decided not to apply for the extinguishment of Footpath 16 into the Allotment Garden. The Clerk would circulate details of the information found on Place Plans and further information on local planning include the Shape My Town information.

122 TO DISCUSS THE TOWN AND COMMUNITY COUNCIL CHARTER

This was discussed and it was agreed to accept the new Charter.

Resolved: The agreement was noted, the Clerk would respond to BCBC.

123 TO DISCUSS AND CONSIDER THE 2017 COMMUNITY AWARD NOMINATIONS

Three nominations had been received. Councillors Dodd, Hughes, Williams and Young left the room whilst a discussion took place as they had declared an interest being friends of the nominees. Whilst all nominees would be very worthy winners, it was agreed that the Community Award for 2017 would be awarded to Mr Hopkin Thomas for his services and dedication to the 3 Wards of the Community Council for the last 23 years.

Resolved: The winner was noted, the Clerk would invite Mr and Mrs Thomas to the March Ordinary Council Meeting for a presentation and arrange for the return of the shield and purchase the gifts.

124 TO CONSIDER REPLACEMENT NETS FOR THE FOOTBALL POSTS AT COITY PLAYING FIELD

A quotation for a pair of nets had been obtained for £83.93, however the Clerk advised that the Health and Safety Executive's recommendation is that nets should not be installed.

Resolved: It was agreed that nets would not be purchased and in light of the recommendation the one existing net would be removed.

125 TO CONSIDER SETTING UP A STANDING COMMITTEE

Consideration was given to setting up a Community Access Plan Standing Committee and this was agreed. Members would be the existing team who represent each ward, Councillors A Davies, C Evans and M Williams, plus the Chair.

Resolved: It was agreed to set up this Standing Committee. The first meeting will be held on Friday 16th February at midday where a Chair would be appointed and Terms of Reference agreed.

126 TO DISCUSS A FULL COUNCIL RESPONSE TO BOTH THE BOUNDARY COMMISSION REVIEW PROCESS OF ELECTORAL ARRANGEMENTS AND THE TOWN AND COMMUNITY COUNCIL SECTOR

As agreed at the January Ordinary Meeting, a sub-committee meeting had taken place and recommendations for a response to both reviews were made and agreed.

Councillor C Evans abstained from the vote for the Boundary Commission Review and Councillor R Young abstained from the vote for both reviews.

Resolved: A vote was taken on the recommendations for both reviews. The Clerk would respond to the reviews making the recommendations. The Clerk would also write to BCBC to request a review of the appropriate number of Community Councillors for wards with a large increase in population using Coity as an example where there is an inequality of seats.

127 **FINANCE AND ACCOUNTS INCLUDING FINANCE COMMITTEE RECOMMENDATIONS**

RESOLVED:

1.Payment of Cheques

Authority was requested for the payments of the cheques listed in this month's papers and this was agreed.

2.Budget Monitoring, Accounts & Budgets

That the budget monitoring report for January including the balances and budget for 2017/2018 be accepted. The bank account balances as at 1st December 2017 was £63,013.69.

3.Financial Requests

Items numbered 9 and 15 in the Correspondence section are requests for financial donations, it was agreed to defer these to the March 2018 meeting for consideration.

4.Finance Committee Meeting

A meeting of the Finance Committee had taken place on 1st February 2018. The Committee made recommendations which were agreed.

Resolved: All information was noted and authority was given to the Clerk to arrange for the work on the Allotment Garden road to be carried out, to replace the bin at Great Western Avenue with a larger bin and to arrange a bin for Pendre and for the Pendre bench to be painted. This work would be carried out before the end of the financial year and the Clerk was given authority to spend up to £5,000. It was also agreed that the Chair, Vice-Chair and Clerk would attend a Council as an Employer Course run by One Voice Wales in April, that staff reviews would take place in October and that the Clerk and Asst Clerk would look into what needs to be put in place for them from an employment perspective. It was also agreed that the procurement process would remain the same and be reviewed later in the year.

128 **MEMBERS' REPORTS**

Councillor Walburn had attended a meeting of the Coity Wallia Conservators where on-going concerns about funding were discussed.

Councillor Davies informed Members that she would be attending a meeting of the Disabled Coalition next week regarding the proposed bus service cuts.

Resolved: The information was noted. It was agreed to include a replacement representative for Councillor Richards on the Coity Wallia Board of Conservators on the March agenda.

129 **BOROUGH COUNCIL UPDATE**

Councillor Young reminded Members that the consultation on bus service cuts is open online and hard copies are available from public buildings. He urged people to get engaged and give evidence. He said he would be attending a public meeting shortly. Councillor A Williams had emailed an update to the Clerk which would be forwarded to Members for their information.

The Clerk had received a message from Councillor Vidal saying that she had made a referral to BCBC regarding information on the top of Footpath 17 and was awaiting a response.

Resolved: The Clerk would forward the update from Councillor A Williams to Members.

130 **CLERK'S REPORT**

S106 Officer - Response to letter regarding S106 Money for Parc Farm

The Clerk had written to the S106 Officer in relation to the Parc Farm development regarding a sum of £11,280 which is to upgrade existing outdoor recreation facilities in the vicinity of the application site, of which there are none.

A response has been received saying that the contribution is to be spent on the improvement of existing facilities within Parc Derwen. As the Community Council does not have responsibility for the upkeep of such facilities the contribution will be paid to BCBC. Once it's received I will notify the Parks and Playing Fields Manager and I can encourage him to liaise with the Community Council and local ward members regarding how the contribution will be spent.

Correspondence re Rail Service received by Councillor Davies and mentioned at the last meeting

The correspondence was from a campaigning group called Rail Future which deals with issues on the passenger rail network. Roland Pittard has written to many political figures in the Bridgend area regarding the fact that Bridgend and Maesteg services have been dropped out of Stage 2 of the Metro plans.

Bin for Community Centre Car Park

This has been delivered and will be installed on Friday 9th February 2018.

Bench Pendre

This bench is in a terrible state and right in view of Coity Road on the corner of Pendre opposite the Post Office, it also needs a bin next to it as there is always litter under or next to it.

Health and Safety

Following attendance at an H&S course last night, there are a few compliance matters which need to be discussed at the next meeting and this would be an agenda item.

Clerk's Meeting BCBC

The Clerk reminded Members of the change to the General Data Protection Regulation which comes into force on 25th May 2018 and the requirement for a Data Protection Officer to be appointed. This change affects all data, paper, electronic and the website and clarity is still being sought on whether the Clerk can take on this role, though it is unlikely as the role requires expertise in Data Protection matters.

In preparation the Clerk would now start making a list of what personal data is held, why it's held, who can access it, can it be destroyed, and how secure it is and consider putting a Retention Policy in place.

Bin Maps

The Clerk had obtained bin maps from BCBC so that the number of bins in the wards and their locations could be seen.

Community Access Plan Update

The Clerk circulated a very positive email received from BCBC about the application to the plan. The additional bit added to the application about the Pendre path was not mentioned and the Clerk would follow this up.

Resolved: The information and action of the Clerk was noted.

131 CORRESPONDENCE

No.	Sender	Details
1.	SLCC	<ul style="list-style-type: none">• Clerk Magazine January 2018
2.	British Youth Council	<ul style="list-style-type: none">• January and February Updates• Invitation to attend a BYC Meeting in February 2018
3.	BCBC	<ul style="list-style-type: none">• Adult Learning Community Learning Booklet January 2018• Cancellation of T&CC Forum Meeting 29/1/18• Civic Charity Appeals Standing Committee invitation to a Charity Lunch at the Great House on 9/2/18
4.	One Voice Wales	<ul style="list-style-type: none">• Info. Re Budget Preparation 2018/19 and Allowances• Welsh Language Promotion Newsletter• UK and Welsh Governments Agree New Welsh Taxes• Future Generations Framework• January Newsletter

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		<ul style="list-style-type: none"> • Unconfirmed Minutes of the January Area Committee • Scheduled Training Sessions for Bridgend - two bookings to date Cllr M Williams to attend the Community/Place Planning Course in May and the Clerk to attend the Council as an Employer Course in April • Bee Friendly Scheme • General Data Protection Regulation • Details of the All Wales Public Service Graduate Programme • Review of the Local Council Sector Survey • Welsh Revenue Authority Recruitment • Government Lawyer Vacancy at Welsh Government
5.	BAVO	<ul style="list-style-type: none"> • Hard copy and email copy of Annual Impact Report 2016-2017 • January 2018 Training E-bulletin • Details of Applied Suicide Intervention Skills Training - 2 day course in April
6.	Clerks & Councils Direct	<ul style="list-style-type: none"> • January 2018 Magazine
7.	Disability Arts Cymru	<ul style="list-style-type: none"> • 5 Newsletters/Updates
8.	Welsh Government	<ul style="list-style-type: none"> • Letter re. the Review of the Electoral Arrangements for the County Borough of Bridgend. The consultation period begins on 1/2/18 and closes on 25/4/18 • Details of an Engagement Event - Cllr M Williams attending
9.	Teenage Cancer Trust	<ul style="list-style-type: none"> • Letter regarding the work of the Trust and request for the CC to consider them as their charity for the year or make a one-off donation.
10.	Maesteg Town Council	<ul style="list-style-type: none"> • Advance notice of an invitation to the Chair and Guest to attend the Mayor of Maesteg's Fund Annual Ball in May and give the date of the Mayor's Garden Party on 15th April.
11.	Coity Wallia Board of Conservators	<ul style="list-style-type: none"> • Letter regarding Footpath 35 and asking for maintenance. The work requested was carried out in January 2018 by the CC.
12.	Boundary Commission for Wales	<ul style="list-style-type: none"> • Email informing the CC about the review and giving the consultation dates
13.	ABM CHC	<ul style="list-style-type: none"> • January 2018 Newsletter
14.	Grow Wild	<ul style="list-style-type: none"> • January 2018 Update
15.	Bridgend Samaritans	<ul style="list-style-type: none"> • Email requesting financial support

With the consent of the Chair the following items of correspondence were added as they were received after the meeting's papers had been distributed

No.	Sender	Details
3.	BCBC	<ul style="list-style-type: none"> • Details of Civic Charity Events • Street Name for New Development at Parc Farm Buildings off Heol Spencer
4.	One Voice Wales	<ul style="list-style-type: none"> • End of Local Government Fees for Child Burials • Welsh Government Public Appointment Vacancies • The Ombudsman's Casebook Issue 31
14.	Grow Wild	<ul style="list-style-type: none"> • Are You Ready to Grow Wild Again?
16.	Bridgend Carers Centre	<ul style="list-style-type: none"> • Latest update

The Clerk drew Members attention to the Civic Charity Events, the two financial requests, the surveys and consultations and item no 3 on the additional correspondence sheet - Street Name for New Development at Parc Farm buildings off Heol Spencer.

Note: Councillor Young declared an interest in the street name correspondence and left the meeting at 8.17 pm

Resolved: The correspondence was noted, most items had been emailed to Members in advance of the meeting. A discussion on the proposed street name, Clos de Londres, took place and it was agreed that this name was not acceptable and to request the name Parc y Fferm in its place. The Clerk would write to BCBC and inform them of this decision and request the alternative.

132 PLANNING MATTERS

Reference	Proposal	Location
Applications:		
P/17/1076/FUL	Kitchen extension, first floor extension, replace flat roof on garage with pitched roof, re-roof house with slate (amendment to previous consent P/13/734/FUL)	Bryn Awel Pantypwllau Coity CF35 6BP
Decisions:		
P/17/852/FUL	Reduce width of garage and increase its length; add apex roof to garage; relocate florist shop into garage; change use of existing shop into domestic; remove part of boundary wall Decision: Conditional Consent	Bryncastell 91 Heol West Plas Coity CF35 6BA
P/17/440/DOC	Approval of details for condition	Llwyncelin

	3 of P/17/162/FUL Decision: DOC not agree	Pantypwllau Coity CF35 6BP
P/17/398/RES	Reserved matters for residential development of 77 dwellings Decision: Cond Consent (Reserved Matters)	Parcel R19 Parc Derwen Coity
Appeals:		
None.		

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Reference	Proposal	Location
Decisions:		
P/17/608/FUL	Demolition of temporary medical records building and phased construction of new hospital ward facility comprising a ward floor and roof top plant room Decision: Conditional Consent	Ysbyty Tywysoges Cymru Princess of Wales Hospital Access Roads Bridgend CF31 1RQ

2. Planning Aid Wales

- Planning4Communities - January 2018 newsletter
- Pre-application Consultation: Maximising Your Community Influence

Resolved: The planning applications and decisions and other information was noted.

133 ITEMS FOR THE MARCH 2018 AGENDA

- Health & Safety Matters
- Budget Documents to be Published
- CAP Standing Committee Update

Resolved: The information was noted.

134 DATE & VENUE FOR THE MARCH 2018 MEETING

Thursday, 8th March 2018 at 7.00 pm at Coity Higher Community Centre.

The meeting closed at 8.25 pm