



COITY HIGHER COMMUNITY COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE COMMUNITY CENTRE, HEOL WEST PLAS, LITCHARD CROSS, BRIDGEND ON THURSDAY 15TH JUNE 2017 AT 7.00 PM

Present: Councillors A Wathan (Chair)

D Barrington
A Davies
A Dodd
C Evans
A Hughes (left at 9.15 pm)
L Richards
C Walburn
M J Williams (Vice-Chair)
R Young (left at 9.00 pm)

Apologies: Councillor C Jones

Also Present: Mrs A C Harris, Clerk & RFO

14 **DECLARATIONS OF INTEREST**

The following interests were declared:

Councillor	Item	Minute	Interest	Speak/Vote
Mr A Dodd	Coity Village Association	29 (Item 22)	Member	No/No
Mr R Young	All BCBC Matters	All relevant	Member BCBC	Yes/No

15 **MINUTES OF THE MAY ANNUAL AND ORDINARY 2017 MEETING**

The Minutes of the Annual and Ordinary Council Meetings held on 11th May 2017 were accepted and approved as a true record of the meeting and the minutes were signed.

16 **TO RECEIVE AMANDA KIRK, DIRECTOR MULLIGAN COMMUNITIES**

RESOLVED:

A short presentation of the work of Milligan Communities was given by Amanda Kirk to provide more information to the Community Council to consider a financial donation request. Following the presentation Ms Kirk left the meeting and the Members discussed the request.

Resolved: The Clerk was asked to write to Ms Kirk to request more information and to inform her that the maximum allowable donation is £250.

17 **MATTERS ARISING**

RESOLVED:

Dog Waste Dispenser for Litchard Playing Fields

Permission from the Parks Department at BCBC to install one at Litchard Playing Fields has been sought.

Play Area Refurbishment

A request has been received from a Litchard resident asking if a swing suitable for young children could be added to the new play area.

Planter Litchard Hill

All written permissions have been received. The Highways Department have issued the Community Council with a licence and the representative of Dunraven Estates has asked that the Community Council sign a licence agreement with them too.

Footpath 17

The Clerk informed Members that the diversion that caused the problem last month was put in place by BCBC and all legal notices including a diversion route have now been displayed.

Defibrillator Update

A response has been received from Bridgend Town Council regarding placing the AED cabinet for Pendre. They suggest that the Community Council seek approval from the owner of the shop on Coity Road to site the defibrillator on the outside of the shop. If approval is provided, then the BTC Finance Committee will consider making a donation towards the cost of the defibrillator and AED Cabinet.

Dementia Friends Awareness

The Clerk informed Members that training is arranged for the start of the July meeting. The meeting will start a little earlier at 6.30 pm to allow time for ordinary council business afterwards.

Crime Statistics

The Crime Statistics for March 2017 are amongst the papers distributed for the meeting for information.

Code of Conduct Training

7 Members had attended the Code of Conduct training held in Sarn. The next training available in Bridgend will be offered to Councillors L Richards, M Williams and A Dodd who were unable to attend the training in Sarn.

Resolved: The Clerk was asked to see if a small swing could be added to Litchard Play Area and to find out the cost, to arrange Code of Conduct training for the 3 Members mentioned above when next available in Bridgend, to request permission from ATS to place a defibrillator and cabinet on their premises as this is nearer the Pendre Ward and to sign and return the licence for the planter. All other information was noted.

18 COETY PLAYING FIELD

RESOLVED:

It was noted that at the recent Choirs in the Castle event in Coity, parking had been allowed on the Community Council's playing field without permission being sought. It is understood the gate had been removed to allow access. The Clerk informed Members that the Community Council's insurance does not cover events in the field and does not allow numbers of 100 to be in the field at one time.

In addition removing the locks from the kissing gate was discussed. Cllr A Dodd did not wish to continue emptying the bin in the field and Cllr A Hughes agreed to take over this duty.

Resolved: The Clerk was asked to write to Mr A Clemett to gently remind him that in future permission to use the field should be sought. Members voted to trial the opening of the kissing gate for six months to see if use of the field increased and to monitor the problems with dog mess. Councillors A Davies, A Dodd and C Walburn voted against the trial gate opening.

19 ALLOWANCE SCHEME

RESOLVED:

The Independent Remuneration Panel's recommended Allowance Scheme had been distributed, considered and discussed. It was unanimously agreed that the scheme would be adopted and if Councillors did not wish to make a claim that was their prerogative.

Resolved: To adopt the recommended Allowance Scheme.

20 FREEDOM OF INFORMATION REQUEST

RESOLVED:

The Freedom of Information request which had been distributed to Members was considered and discussed.

Resolved: It was agreed that Councillor R Young would look into this further and report back at the next meeting.

21 COMMITTEES AND TERMS OF REFERENCE

RESOLVED:

Members discussed setting up a Finance Committee and this was agreed. Proposals and votes were taken and it was agreed that the Committee would be made up as follows:

- Councillor M Williams (Chair)

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- Councillor D Barrington (Pendre representative)
- Councillor C Evans (Litchard representative)
- Councillor A Hughes (Coity representative)

The Terms of Reference agreed were as follows:

- The Community Council Vice-Chair would always be the Chair of the Finance Committee
- A Chair plus one representative from each ward would make up the Committee along with the Clerk and the Assistant Clerk.
- A meeting would be held quarterly in advance of an Ordinary Council Meeting, to be held in May, September, November and February.
- The December Community Council meeting would be a Precept Meeting plus any urgent council business.

In addition the Community Council's representative on the Board of Governors at both Coity and Litchard School was raised.

Resolved: To set up a Finance Committee with Terms of Reference as above. To defer a discussion on the Community Council's representatives on the Board of Governors until the July meeting.

22 FOOTPATH 17

RESOLVED:

The diversion of Footpath 17 was considered and discussed.

Resolved: It was agreed that Councillor R Young would make a referral regarding the diversion of the path and that the Clerk would chase up BCBC regarding the protruding spikes along the top of the path.

23 SKATE PARK

RESOLVED:

A letter had been received from local youths requesting a skate park. There is no provision in either of the 3 wards and the nearest is Brackla with no easy access from Coity, Litchard or Pendre. This provision had been considered some years ago by the previous Community Council and the Clerk tabled a document referring to this for information.

Resolved: The Clerk was asked to explore this further.

24 **BIN PROVISION**

RESOLVED:

A request had been received for communal recycling bins to be sited near Pendre Community Centre. A provision of additional litter bins was requested.

Resolved: It was agreed to consider in conjunction with the Community Access Plan

25 **FINANCE AND ACCOUNTS**

RESOLVED:

1.Payment of Cheques

That authority be given for payment of the cheques listed on the Clerk's report totalling £2,866.26

2.Budget Monitoring, Accounts & Budgets

That the report of the Clerk for Period 1 including the balances and budget for 2017/2018 be accepted. The bank account balances as at 1st April were as detailed on the budget monitoring sheet £48,519.96 this was before the precept was received and includes £3.96 interest received in the month.

3.Internal Audit

A copy of the statement of audit for the year ending 31st March 2017 was distributed to Members. The audit was approved and authority was given by the full council for the Chair and Clerk to certify the document

26 **MEMBERS' REPORTS**

RESOLVED:

No reports were given this month.

27 **BOROUGH COUNCIL UPDATE**

RESOLVED:

Councillor R Young updated Members on the steps being taken to improve the new recycling and refuse collection in the Borough and gave reasons for some of the problems being experienced. He also informed Members that the old recycling receptacles could be used for a further 3 months, that residents with disabilities can ask for their waste to be collected from a particular area within their property and that a black bag can be placed inside the transparent purple bags for privacy, and that Kier have increased the number of people on their call centre desk from 2 to 13.

Standing Orders were suspended at 9.00 pm until 9.20 pm. Councillor R Young left the meeting.

28 CLERK'S REPORT

RESOLVED:

Fly Tipping

Was reported outside Coity Church next to the grit bin. BCBC inspected the site but it had been removed prior to their inspection.

Parc Derwen

An enquiry was received from a resident asking whether the retail outlets, a GP Surgery and a pub which were going to be part of the development and was a main selling point given by the construction companies were going ahead. The Clerk asked Persimmon and they said that the intention is for works to commence to construct the district centre land during the second half of 2018. They have no current interest from pub operators for the site and they are in the process of seeking interest from health operators.

Complaint Re Grass Cutting Behind Sycamore Close

A complaint was received because of birds nesting in hedges behind Sycamore Close, but on enquiring from the contractor used to cut the Litchard Play Area grass, the Clerk discovered it was BCBC contractors who were cutting so passed the complaint on to them.

Chair's Chain of Office

At the least the ribbon needs to be replaced and a better storage case sourced. A new ribbon will cost £15.00 and a further £15 fee for moving all the name bars over on to the new ribbon, the alternative is to purchase a new chain but this would cost in excess of £2,000. There is also a need to order the bar for the current Chair, this will cost £39.74 net plus p&p.

Policies

The Clerk distributed a draft new Social Media Policy for consideration and approval at the July meeting.

In addition a Model Local Resolution Protocol for Community and Town Councils was distributed again for consideration and approval at the July meeting.

Missing Hanging Basket Brackets

A lighting column was removed last year along with the hanging basket brackets. A

replacement has been purchased and the baskets will be placed on another suitable column. The cost was £53.50 for the bracket and a pair of extension brackets.

Resolved: The information given by the Clerk was noted. The Clerk was asked to purchase a new ribbon and arrange for the bars to be transferred at a cost of £30 plus p&p on the Chair's Chain of Office. The new Social Media Policy and Model Local Resolution Protocol for Town and Community Councils would be considered for approval at the July meeting.

Councillor A Hughes left the meeting at 9.15 pm.

29 CORRESPONDENCE

RESOLVED:

No.	Sender	Details
1.	BAVO	Wellbeing Grants - details of an information briefing on the People's Health Trust 'Active Communities' grant scheme and details of the scheme
2.	BCBC	A letter from Air Vice Marshall Garry Tunnicliffe, the Defence Services Secretary requesting that the Armed Forces flag be flown on 24 th June 2017
3.	BCBC	Announcement of the new Mayor, her Consort and the Deputy Mayor and Deputy Mayoress.
4.	One Voice Wales	Details of the public appointment of a Research Ethics Committee Professional Practitioner
5.	One Voice Wales	Plant a Tree Charter Legacy Tree - register your town or community council as a Charter Branch.
6.	One Voice Wales	One Voice Wales' May 2017 e-bulletin
7.	One Voice Wales	The Welsh Government's Historic Environment Update
8.	BAVO	Information about a free funding surgery with Welsh Church Act Fund (not just for Churches) 7 th July in Maesteg
9.	BCBC	Details of the Swansea Special Festival taking place 10 th to 13 th July
10.	BCBC	Further information for those who expressed

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		an initial interest in becoming a member of the Authority's Standards Committee
11.	Abertawe Bro Morgannwg Community Health Council	Results of their Hospital Food and Drink Survey
12.	One Voice Wales	Federation of City Farms & Community Gardens details of events
13.	Seafarers UK	A letter requesting that the Red Ensign is flown on 3 rd September on Merchant Navy Day
14.	Maesteg Town Council	Invitation for the Chair and Consort to attend four of the Maesteg Festival Events taking place throughout June.
15.	Cenin Group	An invitation to RAF Stormy Down Memorial Unveiling on 2 nd July 2017. If Members wish to attend there are limited VIP places so please let the Clerk know as there is a requirement to RSVP.
16.	Play Wales	A Focus on Play briefing for Town and Community Councils providing information about how to support better opportunities for children to play in their own communities.
17.	Bridgend Carers Centre	May 2017 newsletter List of events in June
18.	Broxap	Spring/Summer 2017 litter and recycling bin brochure
19.	Parish of Coity, Nolton & Brackla	Letter requesting financial assistance (see details attached)
20.	British Youth Council	Annual Council Meeting 2017 Members Mailing number 206
21.	Welsh Government	Reminder re. consultation on the draft Integrated Sustainability Appraisal Scoping Report
22.	Coity Village Association	Email requesting a skip for the Village Fete on 1 st July.
23.	Go Safe	Latest e-bulletin
24.	One Voice Wales	Details of a number of funding pots available
25.	Grow Wild	May e-bulletin
26.	Welsh Government	4 Public appointment advertisements
27.	Community Health Council	Press statement
28.	Planning Aid Wales	Latest update
29.	BCBC	Details of a musical event on 16 th May
30.	Cynnal Cymru	May newsletter
31.	BCBC	Poster promoting the changes to recycling
32.	One Voice Wales	Details of One Voice Conference and Innovative

		Practice Awards 5 th July 2017
33.	BCBC	Active Travel Networks Consultation
34.	British Youth Council	Members Mail number 207
35.	BCBC	Celebrate World Blood Donor Day by donating in Maesteg 16 th June
36.	BCBC	New Round of Youth Led Grants details

Resolved: Item 19 - the Clerk was asked to write to gain further information regarding the hire policy for the Church hall. Item 22 - it was agreed to fund a skip for Coity Village Association's Fete

30 PLANNING MATTERS

RESOLVED:

Reference	Proposal	Location
Applications:		
P/17/471/RLX*	Vary condition 1 of P/16/337/RES to allow for inclusion of revised plans	Land at Brackla Industrial Estate, Bridgend CF31 2AN
P/17/327/FUL	Redevelopment at Caitlyns Kitchen, Phase 1 - Alterations and extension to existing building Phase 2 - 3 starter units	Caitlyns Kitchen Heol Ffaldau Brackla Industrial Estate CF31 2AJ
P/17/374/FUL	Siting of a secondary liquid oxygen supply system with associated fencing and hardstanding	Princess of Wales Hospital Coity Road Bridgend CF31 1RQ
P/17/415/FUL	First floor side extension over existing garage to provide additional en-suite bedroom	16 Anglia Close Litchard CF31 1QX
Decisions:		
T/17/29/TPO	Fell, dismantle and remove pine tree to the front of the property TPO Granted - no conditions	Ty Derwen The Derwen Bridgend CF35 6HD
P/17/333/SOR	Screening opinion for demolition of temporary medical records building and phased construction of new hospital ward facility comprising a 2 no ward floors EIA not required	Princess of Wales Hospital Coity Road Bridgend CF31 1RQ\
P/17/289/LAE	Certificate of lawfulness for unrestricted A1 use LAE approved	Sainsbury's Supermarket The Derwen Cefn Hirgoed Bridgend

		CF32 9ST
P/17/285/FUL	Change of use of existing private cattery to commercial cattery Conditional consent	The Gwent 2 Rushfield Gardens Bridgend CF31 1DE
P/17/258/FUL	Detached garage/workshop/storage building incorporating utility and w/c area Withdrawn	Gwawr y Coed Pant y Pwllau Coity CF35 6BP
P/17/203/FUL	Dog bathing facility including side canopy structure Conditional consent	Unit 12 Garth Drive Brackla Industrial Estate CF31 2AQ
Appeals:	None to date	

*An objection was raised to application **P/17/471/RLX** prior to the meeting, with the consent of the Chair, to the additional volume of traffic, to the fact there are no safe walking routes and there is a lack of public amenities i.e. park

31 CONFIDENTIAL MATTERS RELATING TO STAFF (Public to be excluded)

RESOLVED:

None to discuss this month.

32 ITEMS FOR THE JULY 2017 AGENDA

RESOLVED:

- To consider the new Social Media Policy
- To consider the of the Model Local Resolution Protocol for Town & Community Councils
- To consider daffodil planting for the Autumn
- To consider Christmas Lighting
- To discuss the Community Access Plan
- To consider the Community Council's representation on primary school Board of Governors

33 DATE & VENUE FOR THE NEXT ORDINARY COUNCIL MEETING

Thursday, 13th July 2017 at 6.30 pm at Coity Higher Community Centre - the first hour to hold Dementia Friends Awareness training.

The meeting closed at 9.21 pm.