



## COITY HIGHER COMMUNITY COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD ON THURSDAY 12<sup>th</sup> MAY 2022  
AT 7.00 PM AT LITCHARD PRIMARY SCHOOL AND VIA ZOOM

Present: Councillor A Wathan

Councillors: S Bletsoe  
D Brown  
S Charles (until 7.30 pm)  
Y Walton-Davies  
A Hughes  
L Jeffreys  
L Lewis  
L Richards  
A Williams  
J Williams  
M Williams  
D Wingar

Minute 1/22-23: No apologies, all present

2/22-23 DECLARATIONS OF INTEREST

Councillor	Item	Minute	Interest	Speak/Vote
Steve Bletsoe	BCBC Matters BTCouncil	All relevant	Member	No/No
Alan Wathan	BCBC Matters	All relevant	Member	No/No
Amanda Williams	BCBC Matters	All relevant	Member	No/No
Martin Williams	BCBC Matters	All relevant	Member	No/No

3/22-23 COMMUNITY AWARD PRESENTATION 2020/21

The Chair welcomed the Community Award winner for 2020/21 Roger Bryan to the meeting, who was accompanied by his wife Nicky. Mr Bryan had been nominated for his work in litter collection around Coity Higher and is part of the Pride in Coity group of volunteers which are made up of volunteers from Coity and Litchard. Mr Bryan was presented with a shield and a gift and Mrs Bryan was presented with flowers.

4/22-23 TO RATIFY THE MINUTES OF THE APRIL 2022 ORDINARY MEETING

The Minutes of the April 2022 Ordinary Meeting were presented for approval.

**Resolved:** The Minutes were accepted and approved as a true record of the meeting and were signed by the Chair.

5/22-23 TO CONSIDER MATTERS ARISING FROM THE APRIL 2022 ORDINARY MEETING

Minute 160 To Consider Matters Arising from the March 2022 Ordinary Meeting

**Bin Provision:** Rights of Way have requested further information on the proposed location for the additional bin on the black path, which the Clerk had supplied.

**Queen's Jubilee:** The Clerk had previously been asked to look for commemorative items to mark the Queen's Jubilee and she had circulated a bespoke leather bookmark showing the jubilee crest and the council's name. a quote for 1,000 had been obtained of £530 as a guide.

**Resolved:** The information and action of the Clerk were noted and accepted. The Clerk was asked to approach both Coety and Litchard Primary Schools to ask if they'd like to receive one for each child in their schools as a gift and order accordingly. The Clerk was also asked to see if Ramblers Cymru would be happy to place a bench on the black path.

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Note: Councillor S Charles left the meeting at 7.30 pm

### 6/22-23 SAFER ROUTES MEETING UPDATE

Councillor Martin Williams gave an update on the meeting. The Clerk informed Members that BCBC's internal funding application for the feasibility study for a pavement at Heol Spencer had been successful and an external consultant will be appointed shortly to handle the study.

**Resolved: The information was accepted.**

### 7/22-23 PROJECT UPDATES

The Clerk gave a full update on the progress of projects.

#### Speed Warning Sign:

The post has now been installed at the top of Heol Spencer and as soon as the sign itself arrives it will be installed.

#### Coety Field:

The fitness/assault course is due to be installed the end of May. The Clerk would speak to the farmer regarding access for the contractors via the field. A suggestion was made that a future project could be improvements to the path between the castle and church to enable better access to the field.

#### Bollards Litchard Cross:

These have now been installed by BCBC at no cost to the Community Council. A complaint about their installation by a local resident has been received by BCBC.

#### Play Areas:

**Joslin Play Area:** Llanmoor Homes have published a press release on the asset transfer and the Clerk had emailed a copy to all Members.

**Heol y Groes Play Area:** the fencing between the play area and school is broken and the school are obtaining a quote for the work.

**Play Area Work Following Inspections:** The Clerk had obtained a quote for all the work identified, although none was urgent.

**Heol Mair Play Area:** The Clerk was informed that Persimmon own this land.

#### Benches:

The Clerk updated Members with the situation regarding permissions to date. BCBC had suggested that the bench for Heol Spencer could be put on land just inside the safety barrier, but it was noted that this is Persimmon land and permission would be needed from them.

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The 3 Queen's Jubilee benches should be delivered within weeks and the Clerk updated Members on permissions which had all been granted.

### **Asset Transfers:**

The CAT Officer has offered to fund a condition survey on Coity Higher Community Centre.

### **Ramblers Project:**

A local paths and maps training course is being organized for the community and volunteers from Pride in Coity will attend and it will be advertised to the public. A Footpath Maintenance and Wildlife Identification event to highlight one of the new paths to wellbeing routes which will include a walk an introduction to the INaturalist app and an introduction to footpath maintenance including the use of hand tools is also being organized.

**Resolved:** All information and action of the Clerk were noted. The quote for the play area work would be put on the Finance Committee agenda. The Clerk was asked to organize the condition survey on the Community Centre. The Clerk was asked to provide Councillor Walton-Davies with the information on the planned routes.

### **8/22-23      DEFERRED DECISION ON FLORAL DISPLAY COITY**

A photo of an area in Coity had been circulated to Members. Councillor Williams asked at the April meeting if a future council could consider some sort of floral display in this area. The Clerk had been tasked with visiting the site to consider what could be placed there and the findings and other ideas were discussed.

**Resolved:** It was agreed that the Clerk would look into placing a bin, 3 tier planter, bench and in the autumn it would be considered as a place to plant daffodils.

### **9/22-23      SCHOOL COMMUNITY AWARDS 2022**

The Clerk asked Members if they wished to run this scheme again this year? She explained the scheme to new councillors.

**Resolved:** It was agreed to run the scheme in both primary schools again this year. The Clerk would organize it and arrange the trophies and £50 of vouchers for each school.

### **10/22-23      REQUEST FOR FINANCIAL ASSISTANCE ST MARY'S CHURCH**

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A request had been received from St Mary's Church for financial assistance to point the wall behind the council's war memorial at Heol yr Ysgol and this was discussed.

**Resolved:** As the wall forms the rear of the war memorial it was agreed to offer a donation of £250 towards the work and for one Member to speak to the Church regarding the quote to offer advice.

### 11/22-23 FINANCE & ACCOUNTS

**Note:** The Assistant Clerk/Finance Officer joined the meeting for this item on the agenda via phone/loudspeaker.

#### 1.Payment of Cheques

Authority was requested for the payments of all the cheques listed on the expenditure sheet and the additional expenditure sheet which was included with the consent of the Chair.

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

The Assistant Clerk ran through the budget monitoring sheet and answered any questions raised. The budget monitoring report April March 2022 was included in the meeting papers.

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

### 12/22-23 MEMBER REPORTS

No reports were made.

### 13/22-23 BOROUGH COUNCIL UPDATES

Councillor Amanda Williams gave an update on replacement street signs, building works at Litchard Hill, referrals made for Hendre, update on landscaping and plans from Persimmon, the lack of progress on the repair of the street lights in Parc Derwen, drain issue referrals, a planning application by a chiropractor and an update on Ukranian refugees now living in the ward and that school applications for the refugee children are the same criteria as for Welsh children.

**Resolved:** All information was noted.

**14/22-23     CLERK'S REPORT**

**Autumn Bulb Order:**

The Clerk asked if the council intended to continue with its bulb planting scheme in the autumn as the bulb order would need to be made soon.

**Code of Conduct Training:**

Two councillors had received training on 11<sup>th</sup> May, two were booked for the 18<sup>th</sup> and 2 had yet to book.

**New Councillor Training:**

The Clerk informed new Councillors that this training is available and anyone wishing to attend should request a booking via her.

**Draft Training Plan 2022/2023:**

The Clerk informed Members of tree training courses for councillors. Two free places are available for 4 different modules. The Clerk would be drafting a training plan for 2022/23 in time for the June meeting and asked Councillors to let her know if they have any training requests. Councillors Jeffreys and A Williams made requests.

**Resolved:** All information and action of Clerk was accepted. It was agreed to continue with the bulb planting and the Clerk was asked to order 10 x 25kg sacks of bulbs - 2 for each ward, 1 for Litchard Primary School, 2 for Pride in Coity to plant in Parc Derwen and 1 for the land identified in item 8 on the agenda.

**15/22-23     CORRESPONDENCE**

All correspondence was noted. With the consent of the Chair some additional correspondence received after the meeting papers were distributed, was included

The Clerk drew Members' attention to the following:

- Ramblers Cymru - newsletter including a mention of Coity Higher CC's successful funding application.
- Feedback following the last newsletter from a Litchard resident
- Kids Cancer Charity - financial request

**Resolved:** The information was noted. The Clerk was asked to defer the financial request to March 2023.

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16/22-23 **PLANNING**

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

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

17/22-23 **ITEMS FOR THE JUNE 2022 ORDINARY MEETING**

- Draft Training Plan 2022/23
- Litchard School Governor Vacancy
- Coity Expansion

**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 9<sup>th</sup> June 2022 at 7.00 pm at Litchard Primary School and via Zoom.

The meeting closed at 8.25 pm