



## COITY HIGHER COMMUNITY COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD ON THURSDAY 9<sup>th</sup> JUNE 2022  
AT 7.00 PM AT LITCHARD PRIMARY SCHOOL AND VIA ZOOM

Present: Councillor A Wathan

Councillors: S Bletsoe  
D Brown  
Y Walton-Davies  
L Jeffreys  
L Lewis  
L Richards  
A Williams  
J Williams  
M Williams

Apologies: S Charles  
A Hughes  
D Wingar

Minute 18/22-23:

19/22-23 **DECLARATIONS OF INTEREST**

Councillor	Item	Minute	Interest	Speak/Vote
Steve Bletsoe	BCBC Matters	All relevant	Member	No/No
	BTCouncil	Any relevant	Member	No/No
	Planning	HMO/Investment Properties	Work Association	No/No
Lynda Jeffreys	Parc Derwen	24/22-23	Resident	Yes/No
Alan Wathan	BCBC Matters	All relevant	Member	No/No
	Parc Derwen	24/22-23	Resident	No/No
Amanda Williams	BCBC Matters	All relevant	Member	No/No
	Coety Primary Jam in the Castle	21/26/27/29/30/22-23 31/22-23	Committee Member	No/No
John Williams	Parc Derwen	24/22-23	Resident	No/No
Martin Williams	BCBC Matters including Planning	All relevant	Member	No/No
	Jam in the Castle	31/22-23	Committee Member	No/No

20/22-23 **TO RATIFY THE MINUTES OF THE MAY 2022 ANNUAL AND ORDINARY MEETINGS**

The Minutes of the May 2022 Annual and 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.

21/22-23 **TO CONSIDER MATTERS ARISING FROM THE MAY 2022 ANNUAL AND ORDINARY MEETINGS**

There were no matters to consider from the Annual Meeting.

**Ordinary Meeting**

**Minute 160 To Consider Matters Arising from the April 2022 Ordinary Meeting**

**Bin Black Path:** No response yet from Rights of Way on permission for this bin.

**Queen's Jubilee:** The Chair thanked Councillors Amanda and Martin Williams for lighting a beacon in the castle on the jubilee weekend. The Clerk had approached both primary schools to ask if they'd like to receive commemorative book marks for each child. Coety accepted and Litchard had already purchased them but were happy to receive a donation from the council to cover their purchase costs. They would let all parents know that the community council had donated them.

**Bench Black Path:** The Clerk had made the request to the Ramblers to install a bench on this path.

**Minute 8/22-23 Deferred Decision on Floral Display Coity**

Permission has been sought from BCBC for a licence for a bin, bench and floral planter for the area in Hendre.

**Minute 9/22-23 School Community Awards 2022**

Both schools had confirmed that they wished to take part in this scheme again this year.

**Resolved:** The information was noted. It was unanimously agreed to donate the bookmarks to Litchard Primary School and purchase the ones for Coety Primary.

**22/22-23 PROJECT UPDATES**

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

**Coety Field Fitness/Assault Course:**

This was progressing well and should be completed by Friday 10<sup>th</sup>.

**Play Areas:**

Further damage this month, this time to the baby swing in Pendre Fields where the centre bar of the swing was removed, this has now been replaced. In Coity Castle play area there had been much damage to a fence caused by children removing parts to build a den. This has now been repaired.

**Benches:**

Heol West Plas - the Highways Department has specified the type of bench they'd like installed in this location if a licence is granted. They are still chasing the planning department for feedback before a decision can be made as it's in a conservation area.

## MEETING OF THE COUNCIL - 9<sup>TH</sup> JUNE 2022

Gerddi/Trem y Castell - permission has been granted though the exact location is being agreed.

### **Jubilee Benches:**

Delivery is expected in the next two weeks.

### **Asset Transfers:**

A condition survey on Coity Higher Community Centre is being conducted on 16<sup>th</sup> June.

### **Dog Waste Bag Dispenser:**

A second dispenser has been installed at Litchard Fields this week.

**Resolved:** All information and action of the Clerk were noted. The Clerk had asked the PCSOs to patrol Pendre Fields on a more regular basis.

## **23/22-23 LITCHARD PRIMARY SCHOOL GOVERNOR VACANCY**

Following a change in councillors after the local elections a vacancy has occurred for a community council governor for Litchard Primary School.

A proposal was made and seconded that Councillor Yvonne Walton-Davies takes up this role.

**Resolved:** Councillor Walton-Davies was unanimously elected to take up this role.

## **24/22-23 PARC DERWEN MAINTENANCE**

Councillors Lynda Jeffreys and Amanda Williams raised some concerns over lack of maintenance at Parc Derwen. Councillor Jeffreys had circulated photos of some issues to all Members in advance of the meeting. They included a traffic bollard missing for 3.5 years, pedestrian crossing issues, overgrown weeds to the bridge over the link road, lack of landscaping maintenance, drains not cleaned, the bridge on footpath 17 not completed, zip line broken in a play area, a huge bank of earth behind Coed Catsan etc. and these were all discussed.

It was noted that the 3 borough councillors have arranged a meeting with Persimmon next week to discuss these and other issues.

**Resolved:** It was unanimously agreed that the Community Council would write a letter of support to Persimmon Head Office to the issues that would be raised at the borough councillor meeting and to write to Planning Enforcement too.

**25/22-23     DRAFT TRAINING PLAN 2022/2023**

A draft training plan had been distributed to all Members with the papers. The plan had been drafted with council roles in mind as a starter point for discussion. Some councillor requests for training had also been made.

**Resolved:** It was agreed that councillors would respond directly to the Clerk to confirm if they wanted to attend the courses highlighted for them in the draft plan. Authority was given to the Clerk to book the courses requested by Councillors Lynda Jeffreys, Yvonne Walton-Davies and Amanda Williams. The Clerk was asked to removed New Councillor Training for Councillor Charles.

**26/22-23     COETY EXPANSION**

Councillor Amanda Williams raised her concerns regarding the expansion plans for Coety Primary School and the timeframe for the work and that children from Coity village are being turned away which is dividing the community. Recently 24 children within the catchment area with siblings in the school have been declined a place. She said Litchard, Coychurch and Pencoed schools were now at full capacity though Brackla, Tondu, Penyfai and Penybont were still accepting some pupils.

**Resolved:** Members unanimously agreed that the Clerk should write to BCBC on their behalf to say that the expansion needs to happen now.

**27/22-23     FINANCE & ACCOUNTS**

**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 May 2022 was included in the meeting papers.

**3.Withheld Cheque Payment**

At the April Ordinary Meeting it was agreed that a cheque payment for £5 for the rent for Heol y Groes play area would be authorised but withheld from payment until the Clerk could clarify why the council is being charged rent for a play area that BCBC says they do not have a lease for. The Clerk had contacted BCBC's legal department and she read out their response to Members.

**Resolved:** All information was noted and authority was given to the Clerk to make the agreed payments. It was agreed that the Clerk would respond to BCBC's latest notice of action - final demand - regarding this payment by saying that the council is taking legal advice on this matter and for the Clerk to seek the advice of the council's solicitor. The Clerk was asked to check with BCBC whether the summer activity schemes for Coity and Litchard would go ahead this year. The Clerk was asked to see if a bin could be erected near the exit from Wildmill station.

**28/22-23    MEMBER REPORTS**

Councillor Amanda Williams had made many referrals this month including grass cutting not being done.

Councillors Lewis and Richards had walked the Pendre Ward and gave an update, of particular concern was the condition of the benches and the general area at Llys Gwyn.

Councillor Walton-Davies raised concerns about the cutting in of cars between the lights and roundabout on the Coity by pass.

**Resolved:** The Clerk was asked to speak to the V2C estates managed regarding improving the area of Llys Gwyn and to contact Highways about the road markings on Coity by pass.

**29/22-23    BOROUGH COUNCIL UPDATES**

Councillor Amanda Williams gave an update including the grass around the bench on Heol y Groes roundabout, recycling bag deliveries, yellow lines for Coety Primary School, HSE issues Parc Derwen, traffic issues at Heol yr Ysgol/Heol yr Eglwys, play area for Gerddi/Trem y Castell, new sign for Coity, lighting Litchard Fields etc. She informed Members that she'd asked Persimmon for a list of what land they own within the Coity Higher wards.

Councillor Martin Williams also gave an update saying he'd made many referrals about the £150 council tax payment, that issues continue with the Parc Derwen diversion and it was suggested that a temporary one-way system should be considered.

**Resolved:** All information was noted.

**30/22-23 CLERK'S REPORT**

**Love It, Don't Trash It Scheme:**

The Community Council had confirmed that it wished to take part in this scheme to BCBC in February 2020 but had been informed that it won't take place until 2024. However some posters for the scheme have appeared in parts of the Coity Ward, namely around the Gerddi'r Castell, Heol Simonston area.

**Rambler Activity Books:**

Litchard Primary has accepted a copy of the book for all pupils, but Coety Primary has declined the offer.

**Daffodil Bulbs for Autumn:**

Pride in Coity has agreed to plant two sacks of daffodils again this year.

**Allotment Grant Funding:**

Details of this scheme had been sent out by BCBC but the deadline is 10<sup>th</sup> June. The only work the Clerk could identify that was needed that could fit into the criteria was the completion of the roadway.

**Community Ownership Fund Prospectus Launch:**

Councillors Lewis and Amanda Williams had booked to attend this webinar as it could be useful to the asset group plans.

**Fence between 77 and 79 Heol West Plas:**

The Clerk had received a complaint about the condition of this fencing and had reported it to the Rights of Way department at BCBC to deal.

**Annual Leave:**

The Clerk reminded Members of her annual leave dates 18<sup>th</sup> - 28<sup>th</sup> June.

**Resolved:** All information and action of Clerk was accepted. The Clerk was asked to look into the Love It, Don't Trash It Scheme to see why some posters had appeared but not in all of the council's wards. The Clerk was asked to make a grant funding application for the roadway if she could gather the information needed in time for the deadline.

**31/22-23     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:

- Resident complaint re. dead tree Litchard Fields
- BCBC - resident complaint re. bollard Litchard Cross
- Jam in the Castle - request for the donation of a skip for the event
- Resident - request for trees to be cut back to the rear of Penylan, Litchard
- Resident - report of damaged swing Pendre Fields
- Allotment tenant - complaint re. another tenant

**Resolved:** The information was noted. The Clerk was asked to refer the dead tree and tree cut back to BCBC. It was unanimously agreed to donate towards the skip for Jam in the Castle, the Clerk would order and ask for the council to be billed directly, BCBC would be asked to respond regarding the bollards and the allotment tenant complaint was noted though no action would be taken as the complainant had not given the Clerk permission to speak to the other tenant.

**32/22-23     PLANNING**

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

**Resolved:** The planning applications and decisions were noted. The Clerk was asked to object to P/22/348/FUL as it is outside of the LDP, not near a bus route as stated and a request would be made for a councillor to speak at the committee meeting.

**33/22-23     ITEMS FOR THE JULY 2022 ORDINARY 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 14<sup>th</sup> July 2022 at 7.00 pm at Litchard Primary School and via Zoom.

The meeting closed at 8.57 pm