



## COITY HIGHER COMMUNITY COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD ON THURSDAY 14<sup>TH</sup> JULY 2022  
AT 7.00 PM AT LITCHARD PRIMARY SCHOOL AND VIA ZOOM

Present: Councillor A Wathan

Councillors: S Bletsoe  
D Brown  
Y Walton-Davies  
A Hughes (joined meeting but meeting  
lost internet connection)  
L Jeffreys  
L Lewis  
L Richards  
A Williams  
J Williams  
M Williams  
D Wingar

Apologies: S Charles

Minute 38/22-23:

39/22-23 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	43/22-23	Resident	Yes/No
Alan Wathan	BCBC Matters	All relevant	Member	No/No
	Parc Derwen	43/22-23	Resident	No/No
Amanda Williams	BCBC Matters	All relevant	Member	No/No
	Coety Primary Jam in the Castle	47/22-23 41/22-23 & 49/22-23	Committee Member	No/No
John Williams	Parc Derwen	43/22-23	Resident	No/No
Martin Williams	BCBC Matters including Planning	All relevant	Member	No/No
	Jam in the Castle	41/22-23 & 49/22-23	Committee Member	No/No

40/22-23 TO RATIFY THE MINUTES OF THE JUNE 2022 ORDINARY AND EXTRAORDINARY MEETINGS

The Minutes of the June 2022 Ordinary and Extraordinary Meetings were presented for approval.

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

41/22-23 TO CONSIDER MATTERS ARISING FROM THE JUNE 2022 ORDINARY AND EXTRAORDINARY MEETINGS

There were no matters to consider from the Extraordinary Meeting.

### Ordinary Meeting

#### Minute 21/22-23 To Consider Matters Arising from the May 2022 Meetings

**Queen's Jubilee:** The bookmarks purchased for Coety Primary School have been delivered and accepted with thanks. The Queen's Jubilee benches have been installed in the 3 wards and received many compliments.

**Floral Displays Hendre:** There has been no response from BCBC to the request to install a bin, bench and planter in this location.

**Bin Black Path:** No response has been received to date from Rights of Way giving permission for a bin in this location.

#### Minute 26/22-23 Coety Primary Expansion

A letter had not been sent as the Clerk was waiting for further information from a councillor.

#### Minute 27/22-23 Finance & Accounts

**Remittance Rent Heol y Groes Play Area:** The Clerk had written to BCBC but there had been no response to date. The Clerk had taken advice from the council's appointed solicitor and the Asst. Clerk read out the response to Members.

The Asst. Clerk informed Members that the Clerk's advice was to request authority from Members to release the £5 rent payment cheque.

#### Minute 28/22-23 Member Reports

**Coity By-pass:** The Clerk had not received to date a response to the request regarding improved road markings on the by-pass.

**Llys Gwyn:** V2C Estate Manager has updated the Clerk saying his team will inspect the area in regards to the waste and remove what they can. With regards to the benches the caretaker supervisor is going to review them and see if these can be repaired internally, however he did mention that the benches may be the responsibility of BCBC. He is going to check and let me know.

#### Minute 30/22-23 Clerk's Report

**Allotment Grant:** Unfortunately it was not possible to obtain any quotes with 1 days' notice so the Clerk had been unable to apply on this occasion.

**Love It, Don't Trash It:** BCBC have confirmed that they've put up notices etc in error around the Gerddi'r Castell/Heol Simonston area as they thought this was part of Brackla CC. They do not have a date for the Coity Higher scheme yet.

**Minute 31/22-23 Correspondence**

- The dead tree has been reported to BCBC.
- The skip for Jam in the Castle had been delivered.

**Resolved:** The information was noted. It was agreed that once the outcome of the school Management Board was known that Councillor A Williams would write a letter to Lindsay Harvey at BCBC. It was agreed that the Lease for Heol y Groes play area would be added as an agenda item for the September meeting, no decision to pay the £5 rent invoice was made.

**42/22-23 PROJECT UPDATES**

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

**Coety Field Fitness/Assault Course:**

The fitness/assault course has been completed and I've sent out photos to all councillors for their information.

**Ordinary Benches:**

Permission for the suggested location just inside Parc Derwen off Heol Spencer has not been granted by Persimmon as they say it's not their land and they pointed out that there is a bench close by. This was discussed and it was agreed that a location between Sainsbury's and the Prison could be an alternative. The Clerk was still trying to obtain permission for the one for Gerddi/Trem y Castell. Permission for the one on Heol West Plas, Coity has been received.

**Jubilee Benches:**

All 3 have now been installed and photos sent out to all councillors for their information.

**Floral Displays:**

All flower baskets are up in all 3 wards and the planters have been planted up for summer.

**Resolved:** All information and action of the Clerk were noted. The Clerk was asked to seek permission to install a bench on Heol Hopcyn John along the footpath.

**43/22-23     ASSET TRANSFERS FROM PERSIMMON**

The 3 borough councillors and Councillor Jeffrey had met with Persimmon to discuss matters affecting Parc Derwen residents and asset transfers. Persimmon had agreed to:

- Carry out an appropriate survey of the play areas with a view to asset transferring to Coity Higher.
- To request that Sport Wales assess the field with a view to identifying what work is required to bring it up to standard to enable asset transfer
- Offer Coity Higher the asset transfer of some pockets of land on the Parc Derwen estate. One of the areas of land is the current buffer zone between Coity and Parc Derwen, which is transferred could be used as allotment gardens.
- To improve the maintenance of Parc Derwen around the entrance from the roundabout, the landscaping along the main road to the south of the estate, the landscaped area around the south play area, to assess the open culvert grid and to look at cutting back the overgrown tress and hedges along Heol West Plas.

A further meeting had been agreed with Persimmon for 27<sup>th</sup> July at 9.00 am. The same representatives of the council would attend.

Councillor Walton-Davies suggested a Forrest School could be considered for the areas of ancient woodland on Parc Derwen.

**Other Asset Transfers:**

The Clerk reported that the Condition Survey for Coity Higher Community Centre had now been received and an Asset Group meeting had been set up for Thursday 21<sup>st</sup> July for members to discuss this further and feedback to full council in September.

**Resolved:** The information was noted. Feedback from the July 27<sup>th</sup> meeting would be added to the September agenda. The Forrest School idea would be considered at a future meeting.

**44/22-23     BLACK PATH**

Councillor Brown had suggested a project idea which had been circulated with the meeting papers for Members to read prior to the meeting. Councillor Brown explained the project and this was discussed. The project is proposed for land not within Coity Higher's ownership.

**Resolved:** The information was noted. It was agreed that Councillor Brown would set up a working group to consist of Councillors A Williams, D Brown, L Lewis, L

Richards and Y Walton-Davies. The group would feedback at the September meeting.

**45/22-23     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 June 2022 was included in the meeting papers.

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

**46/22-23     MEMBER REPORTS**

Councillor M Williams had attended the One Voice Wales Area Committee. The new Chair and Vice-Chair represented Penarth and Cowbridge.

Councillor Lewis said that anti-social behaviour in the play area at Pendre was on-going and suggested a metal type gazebo similar to the one at Brackla could be installed in a suitable location.

**Resolved:** The information was noted.

**47/22-23     BOROUGH COUNCIL UPDATES**

Councillor Amanda Williams gave an update including primary school intakes, the expansion of Coety Primary School and the dark spot near Wildmill railway station which needed improved lighting.

Regarding the traffic concerns re Heol yr Eglwys, BCBC had advised Councillor Williams that BCBC is not responsible and they suggested that Coity Higher consider a feasibility study for the management of traffic in this area. During the recent Jam in the Castle event a defibrillator was needed however the codes weren't available.

Councillor Steve Bletsoe informed members that at present there is no crossing supervisor in Wildmill for Litchard Primary School.

Councillor Martin Williams reported on anti-social behaviour in the wooded area to the side of Pendre Fields and that he'd made a referral requesting an additional lighting column near Wildmill station, which BCBC had responded to saying the Community Council would need to fund it themselves.

**Resolved:** All information was noted. It was agreed that further information regarding the feasibility study was needed, this would be included on the September agenda. It was agreed that the Clerk would find out more information regarding the codes.

#### **48/22-23     CLERK'S REPORT**

##### **Meetings**

In addition to the Asset Transfer group meeting, meetings have been set up for the Community Asset Plan group and the Finance & Resources Committee before the August recess.

##### **Summer Play Scheme**

The Clerk had asked BCBC for an update on whether this year's play schemes were going ahead at Coety and Litchard Primary Schools and the Assistant Clerk read out BCBC's response to Members. A scheme is not proposed for Summer 2022.

##### **Bin Removal**

One of the volunteer litter pickers asked me why a bin has been removed from Heol y Groes and replaced with a dog waste bag dispenser and a dog poo only bin. The Clerk has asked BCBC the question.

##### **Items for the September 2022 Agenda**

**Finance & Governance Toolkit** - all members have been emailed this document, this is something new for councils to do and it is a large document, the Clerk asked Members to ensure they read it by the September meeting so that the community council can take this forward.

**Christmas 2022** - the Clerk asked Members to give some thought to provision over the summer break as to whether the council need to add to their current offer as this will need to be booked immediately after the September meeting.

**Annual Leave**

Members were reminded of the Clerk's annual leave dates for a week at the beginning of September.

**Resolved: All information and action of the Clerk was accepted.**

**49/22-23    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:

- Financial Request from Pride in Coity to purchase equipment for litter pickers and other local groups to use.

**Resolved: The information was noted. There are grants available for litter picking equipment from BCBC, it was agreed that the Clerk would look into this matter and the request would be deferred to the September meeting.**

**50/22-23    PLANNING**

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

**Resolved: The information was noted. No objections were made.**

**51/22-23    ITEMS FOR THE SEPTEMBER 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 8<sup>th</sup> September 2022 at 7.00 pm at Litchard Primary School and via Zoom.**

The meeting closed at 8.59 pm