



## COITY HIGHER COMMUNITY COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD ON THURSDAY 9<sup>TH</sup> NOVEMBER 2023 AT 7.00 PM AT LITCHARD PRIMARY SCHOOL AND VIA ZOOM

Present: Councillor A Wathan (Chair)

Councillors: S Bletsoe (zoom)  
Y Walton-Davies (zoom) from 7.22 pm  
A Hughes (zoom)  
L Richards (zoom)  
A Williams (zoom) from 7.24 pm  
J Williams  
M Williams (zoom)  
D Wingar

Apologies: Cllr L Jeffreys

No Apologies: Cllrs S Charles and L Lewis

**Minute 77/23-24:**

**78/23-24 DECLARATIONS OF INTEREST**

Councillor	Item	Minute	Interest	Speak/Vote
Steve Bletsoe	BCBC Matters	All relevant	Member	No/No
Alan Wathan	BCBC Matters incl. Planning	All relevant	Member	No/No No/No
	Parc Derwen	All relevant incl. 86/23-24	Resident	
Amanda Williams	BCBC Matters	All relevant Incl. Coety Primary School P/23/400/FUL	Member Chair of Governors	No/No
	Planning		Resident	No/No
John Williams	Parc Derwen	All relevant incl. 86/23-24	Resident	No/No
Martin Williams	BCBC Matters	All relevant	Member	No/No
	Planning	P/23/400/FUL	Resident	No/No

**79/23-24 TO RATIFY THE MINUTES OF THE 12<sup>th</sup> OCTOBER 2023 ORDINARY MEETING**

The Minutes of the 12<sup>th</sup> October 2023 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.

**80/23-24 MATTERS ARISING FROM THE OCTOBER 2023 MINUTES**

**Minute 66/23-25 Matters Arising from the September 2023 Meeting**

**Christmas 2023:** The Clerk informed the meeting that V2C have given permission to construct a Christmas tree pit off Coity Road, on Llys Gwyn land. BCBC Highways Department had given the Clerk its criteria for agreement for the construction to go ahead. A second site visit had been held with a representative from Centre Great, the Clerk took some photos and wrote to BCBC asking them to reconsider and is awaiting a response.

**Coity Castle Electricity License:** Councillor A Williams gave some feedback from a local electrician who had looked at the license and visited the site. The Asst. Clerk gave feedback from the council’s insurance company regarding cover and costs. These were discussed.

**Minute 69/23-24 D-Day 80<sup>th</sup> Anniversary Commemoration - 6<sup>th</sup> June 2023**

Councillor M Williams confirmed he'd registered the council to be officially part of the commemoration in lighting a beacon and the Clerk had received confirmation from the pageant master.

**Minute 72/23-24 Clerk's Report**

**Coity Noticeboard:** the Clerk had no update to give on the relocation of the noticeboard as she had not managed to speak to the occupant of the property. Councillor D Wingar offered to speak to the occupant regarding the matter.

**Bin:** the new bin for the bottom of Parc Derwen has been ordered.

**Footpath Leaflets:** a print run of leaflets has been ordered.

**Minute 74/23-24 Correspondence**

**Councillor Resignation:** it was noted that a Notice of Vacancy has been published; the last day for a request for an election is Wednesday 15<sup>th</sup> November 2023.

**Resolved:** The Clerk was asked to request a site meeting with the Highways Department if a positive response was not received soon. The Clerk was asked to contact CADW to ask for a site visit as the license appears to be generic and not specific to the Coity Castle site; some of the items listed were not items in the Castle grounds. It was agreed that the D-Day commemoration would be included on the January 2024 agenda for further discussion. It was agreed that Councillor Wingar would make enquiries regarding moving the noticeboard to the side of the building. The information regarding the new bin and the leaflet print run were approved and noted. The information and action in regards to the Notice of Vacancy was noted.

**81/23-24 SCHOOL HOLIDAY PLAY SCHEMES 2024**

The Clerk had circulated a list of schemes engaged by other T&CCs in the borough and these were discussed.

**Resolved:** It was agreed that a provision needs to be made for the summer holidays and that money would be included in the 2024/25 precept budget and the matter discussed further as an item on the January 2024 agenda.

**82/23-24 SUGGESTIONS FOR THE PRECEPT BUDGET 2024/25**

Councillors were asked to bring ideas for projects/items for the precept budget 2024/25 to the meeting to allow the Clerk to obtain quotes for discussion at the precept budget setting meeting in December. It was noted that the biggest on-going item is the CAT transfers for Pendre and Litchard Fields and Coity Higher Community Centre.

The following were suggested:

- Fitness trail for Pendre Fields
- Updated technology to facilitate hybrid council meetings and for the Clerk

**Resolved:** The Clerk was asked to obtain quotes for the items mentioned above. All Councillors were asked to contact the Clerk by 17<sup>th</sup> November if they had further ideas for possible inclusion.

## **83/23-24    FINANCE & ACCOUNTS**

### **1.Payment of Cheques**

Authority was requested for the payments of all the invoices listed on the expenditure sheet and the four, with the Chair's agreement, included on the additional sheet, received after the distribution of the papers.

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

The Asst. Clerk ran through the budget monitoring sheet and answered any questions raised.

### **3.Audit 2022/23**

No news.

**Resolved:** Authority was given for the payments for October and the budget monitoring sheet was accepted. The Apogee payment item was incorrect and reduced from £249.08 to £249.06.

## **84/23-24    CLERK'S REPORT INCLUDING PROJECT AND CAT UPDATES**

### **CAT Update**

**Additional Funding:** Further to the council's meeting with REACH some weeks ago a further, more detailed Expression of Interest form had been completed and submitted. The Clerk had asked if the 3 architect quotes already obtained could be used for the application purposes, but unfortunately, they have to follow their own procurement process and obtain their own, although the 3 companies may submit a tender. A third quote had been received by the Clerk.

**Pitch Design:** The design company is working on the specification and should be available in the next 3 weeks to include some drawings and other information for a quote.

### **Project Update**

**Hendre:** The response to the council's second consultation from the 4 residents of Hendre had been 1 positive, the other 3 wanted Highways issues sorted in the first instance, though Highways is not a community council matter and is for the Borough Councillors to raise with BCBC, as Councillor A Williams has done. It was disappointing

to receive the negative responses as this was a project in response to residents' concerns regarding parking on a grass verge and a way of stopping that from continuing.

**3 Projects:** Black path recreational field, Coity Castle play area footpath and the footpath between the Castle and Church; the Clerk has requested updated quotes from the two contractors and a third quote from another.

### **Other Matters**

**Daffodil Planting:** all bulbs have been planted apart from the ones at Gerddi/Trem y Castell which the Clerk is waiting for permission from Taylor Wimpey for the work to go ahead.

**Noticeboard/Bench at Gerddi'r Castell:** this was resolved some time ago and a noticeboard purchased which is in storage. It was agreed by Taylor Wimpey then put on hold as they were waiting for REMUS to take over the management of the site and reaffirm permission. The management has still not been taken over and so the Clerk has approached Taylor Wimpey again and is awaiting a reply. The same applies to a bench at Gerddi'r Castell.

**Training:** The Clerk informed Members that Councillor Jeffryes has requested to attend training on Understanding Section 106 Planning Obligations and this has been booked.

**V2C/Llys Gwyn:** The Clerk has been invited to attend a meeting with V2C to discuss working in partnership at Llys Gwyn.

**Website:** The Clerk asked permission, within her spending limit, to ask the website host to update the site by adding sub-folders to certain pages as they are full and are now difficult to navigate.

**Resolved:** The information and action of the Clerk were noted. Following a discussion on the emails received on the consultation for the Hendre project, the council noted that the objections would not allow a licence to be approved and therefore the project would not go ahead. The Clerk was given authority to request the updates to the council's website within the spending limit.

### **85/22-23     MEMBER REPORTS**

**Resolved:** No Member Reports were given.

### **86/23-24     BOROUGH COUNCIL UPDATES**

- Councillor A Williams gave updates on the Cenin meeting and the effect it will have on traffic through Coity village, parking on the pavements at Parc Derwen, children hanging around Coity Castle, car thefts, speeding in the lanes, missing 20mph signs, flooding at Heol West Plas, Litchard, footpath 17, police visits to schools ref. starting fires, Trem y Castell play area hold ups, Pugh's at Parc Derwen, Care and Repair, Coety school extension, issues with school catchment and the opening of the Co-op.

In addition, Councillor Williams gave an update on the Councillors' meeting with Persimmon. Some of the matters discussed were the lighting columns near Coity Higher Community Centre, drainage issues, landscaping issues, South Wales sports pitch updates, green space and the buffer zone at L15.

- Councillor M Williams had been involved with much of the items mentioned above including the Persimmon meeting, had made many referrals to BCBC, asked to raise a question on Quiet Lanes at a future BCBC meeting and dealt with flooding concerns regarding the water flooding off Litchard Fields onto Heol West Plas.
- Councillor A Wathan had also been involved in much of the items mentioned above including the Persimmon meeting, which had already been reported on.

**Resolved: All information was noted. The Clerk was asked to include Parc Derwen green spaces on the January 2024 agenda.**

#### **87/23-24    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:

- One Voice Wales: Vacancy - Public Appointments - closes 20<sup>th</sup> November
- One Voice Wales: Review of Democratic Health in the Community and Town Council Sector - closes 27<sup>th</sup> November
- BCBC: Notice ref. proposal to introduce traffic restrictions ref. Coety Primary School
- BCBC: Notice of Vacancy, Litchard Ward
- BCBC: Town and Community Council Fund 2024/25
- Bridgend Town Council: invitation to the Chair to their Remembrance Day Parade and Service
- South Wales Fire & Rescue Service: Your Voice Matters - closes 24<sup>th</sup> January 2024
- IRPW: T&CC Allowances Homeworking Arrangements and Consumables plus a Draft Annual Report
- 4 x Hendre Residents: response to consultation to install a bench, bin and 3 tier planter
- Resident: Email ref. Footpath 17
- Borough Resident: email and site visit regarding Service Level Agreement
- Business: request to publish a notice offering a home pet euthanasia service.
- Architect: 3<sup>rd</sup> quote ref architect fees for Coity Higher Community Centre
- Resident: request for further information regarding Coity Castle floodlights

- One Voice Wales: national pay agreement 2023/24 for Clerks including back dated pay to 1<sup>st</sup> April 2023
- BCBC: further information submitted to REACH regarding the CAT of Coity Higher Community Centre
- BCBC: Morgannwg Endeavour Charitable Trust details of forthcoming events

**Resolved:** The correspondence was noted. Councillors were asked to consider projects for the 2024/25 T&CC Fund and this will be included as an agenda item for January 2024. The Chair was attending the BTC Remembrance Day Parade and Service as a Member of BTC. The tax-free element of T&CC allowances was discussed and noted. The pay agreement for 2023/24 for Clerks aligned to salary scales and backdated to 1<sup>st</sup> April 2023 was noted, approved and authorised. It was agreed to publish the pet service on the council's website subject to it being confirmed as a legitimate, fully qualified service. Regarding the borough resident and the SLA, it was unanimously agreed that, apart from the re-numbering of the points, that the SLA offered would be in its original form and not amended as requested by the resident. In regards to the Hendre project see minute 84 above.

Note: Councillor Alan Wathan did not take part in the Planning item, this item was chaired by Vice-Chair Councillor Martin Williams who declared a personal interest in P/23/400/FUL, as did Councillor Amanda Williams

#### **88/23-24    PLANNING**

4 applications had been received, 5 decisions and 0 appeals and these were discussed. There were also two emails from Planning Aid Wales.

**Resolved:** There were no objections to any of the planning applications.

#### **89/23-24    URGENT ITEMS FOR THE DECEMBER 2023 PRECEPT MEETING**

**Resolved:** It was agreed to keep the agenda open to include urgent items that may arise during the month, though this meeting is a precept setting meeting.

The next meeting will be held on Thursday 14<sup>th</sup> December 2023 at the earlier time of 6.00 pm at Litchard Primary School and via Zoom.

The meeting closed at 8.14 pm.