

**Draft Summary of the Ordinary Meeting of Coity Higher Community Council held on Thursday  
8<sup>th</sup> February 2024 at Litchard Primary School and via Zoom**

**Attendance:** Councillors S Bletsoe\* (from 8.00 pm), Y Walton-Davies\*, L Jeffreys\*, G Langdon, A Williams\* (from 8.00 pm), J Williams, M Williams and D Wingar\*

\*Attended via zoom

**Apologies:** Councillors S Charles, A Hughes, L Richards and A Wathan

**No Apologies:** Councillor L Lewis

**Declarations of Interest:**

Declarations of Interest in all relevant BCBC matters were given by Councillors S Bletose, A Williams and M Williams.

Declarations of interest in Coety Primary School were given by Councillor A Williams

Declarations of interest in Litchard Primary School were given by Councillor M Williams

Declarations of interest in Parc Derwen were given by Councillors L Jeffreys and J Williams

Declarations of interest were given by Councillor Y Walton-Davies as a Coity Wallia Commoner

<b>Minute Number</b>	<b>Agenda Item</b>	<b>Action</b>
118/23-24	Apologies for Absence	<ul style="list-style-type: none"> <li>Councillors S Charles, A Hughes, L Richards and A Wathan</li> </ul>
119/23-24	Declarations of Interest	<ul style="list-style-type: none"> <li>As above</li> </ul>
120/23-24	To Receive PCSO M Rees ref. Crime Figures	<ul style="list-style-type: none"> <li>All the issues were noted.</li> <li>The council agreed to view two draft letters written by the Coity Wallia Commoners with a view to them being sent in both the Commoner and Community Council names regarding the garden waste dumping and the livestock deaths on Heol Hopcyn John.</li> <li>The Clerk was asked to include the letters on the March 2024 agenda.</li> </ul>
121/23-24	To Receive Ryan Jones and Guy Smith ref. CAT Transfers	<ul style="list-style-type: none"> <li>The Clerk was asked to include the Business Plan on the March 2024 agenda.</li> </ul>
122/23-24	To ratify the minutes of 11 <sup>th</sup> January 2024 Ordinary Meeting	<ul style="list-style-type: none"> <li>The Minutes were accepted and approved as a true record of the meeting and were signed by the Chair.</li> </ul>
123/23-24	Matters Arising from the January	<ul style="list-style-type: none"> <li>All the information was noted.</li> </ul>

	2024 Minutes	<ul style="list-style-type: none"> <li>• The Clerk was asked to progress the insurance claim, arrange a sticker for the bin at Parc Derwen</li> <li>• Progress the noticeboard installation for Heol West Plas with an application for advert consent once permission had been received from the Highways Department at BCBC.</li> <li>• It was unanimously agreed to include Dog Litter Bag Dispensers on the March 2024 agenda.</li> </ul>
124/23-24	School Holiday 2024 Provision	<ul style="list-style-type: none"> <li>• Following a discussion, it was agreed to defer a decision until the March meeting.</li> </ul>
125/23-24	Coety Primary Community School Governor	<ul style="list-style-type: none"> <li>• It was unanimously agreed that Councillor J Williams would be the Community Council's Community Governor for Coety Primary School. The Clerk would make the necessary arrangements.</li> </ul>
126/23-24	Green Spaces Update	<ul style="list-style-type: none"> <li>• The Clerk was asked to include this on the March agenda for further discussion and to arrange a site meeting.</li> </ul>
127/23-24	T&CC Fund 2024/25 Update Including Lease Offer	<ul style="list-style-type: none"> <li>• It was unanimously agreed to go ahead and apply to the T&amp;CC Fund to install the park with all-weather ground cover, fencing and the suggested items.</li> <li>• It was also unanimously agreed to a 35 year lease for the area at a peppercorn rent of £5 per anum.</li> <li>• The Clerk was asked to submit a second application for all weather ground cover in Great Western Avenue, Tanyrallt Avenue and Coity Castle play areas.</li> </ul>
128/23-24	Photocopier Lease Renewal	<ul style="list-style-type: none"> <li>• It was unanimously agreed to Option 3, a brand new HP E57540dn 5 year lease at £254 per quarter.</li> <li>• The Clerk was asked to make the arrangements.</li> </ul>

129/23-24	2 x Footpath Project Quotes	<ul style="list-style-type: none"> <li>• Each quote was discussed and it was agreed to go ahead with option 1 for the play area and option 2 for the footpath between the castle and church.</li> <li>• The Clerk was asked to inform the companies who had quoted and to obtain the necessary permissions from the landowners to enable the work to go ahead.</li> <li>• It was noted that the work would be carried out in April and therefore the money needs to be set aside in the reserves for the new budget year.</li> </ul>
130/23-24	Finance & Accounts	<ul style="list-style-type: none"> <li>• Authority was given for the payments for January 2024 and the budget monitoring sheet was accepted.</li> </ul>
131/23-24	Clerk's Report including Project Updates	<ul style="list-style-type: none"> <li>• The information and action of the Clerk were noted.</li> <li>• The Clerk was asked to continue pursuing the lease and permissions.</li> <li>• The Clerk was asked to forward the correspondence regarding the wildflower seeding to Councillor A Williams.</li> <li>• The Clerk was asked to contact Coity Village Association regarding any faults and certification.</li> <li>• Councillor A Williams would speak to the police regarding the advice on the side gate opening.</li> </ul>
132/23-24	Member Reports	<ul style="list-style-type: none"> <li>• All information was noted.</li> </ul>
133/23-24	Borough Council Updates	<ul style="list-style-type: none"> <li>• Councillor A Williams would provide the Clerk with room hire details for Coety Primary School.</li> </ul>
134/23-24	Correspondence	<ul style="list-style-type: none"> <li>• The correspondence was noted.</li> <li>• The two funding requests were deferred to March 2024 for consideration.</li> <li>• The Clerk was asked to submit the Ramblers Cymru partnership project for a OVW National Award.</li> <li>• Councillor M Williams was asked to attend the OVW Larger Council Meeting and the OVW National Awards Conference; he agreed.</li> </ul>
135/23-24	Development Control & Planning	<ul style="list-style-type: none"> <li>• The Clerk was unanimously asked to</li> </ul>

		<p>object to P/24/21/FUL on the same grounds as the last application for this location - issues with vehicular access.</p>
136/23-24	Items for the Next 2024 Meeting	<ul style="list-style-type: none"> <li>• Community Award for 2023</li> <li>• Deferred Financial Requests</li> <li>• CAT Transfer Budget Plan</li> <li>• Green Spaces Parc Derwen</li> <li>• Coity Wallia Commoners Draft Letters</li> <li>• Dog Litter Bag Dispensers</li> <li>• Councillor Resignation</li> </ul> <p>It was agreed to keep the agenda open to include urgent items that may arise during the month as the agenda is already quite full.</p> <p>The next meeting will be the be held on Thursday 14<sup>th</sup> March 2024 at 7.00 pm at Litchard Primary School and via Zoom.</p>