



## **COITY HIGHER COMMUNITY COUNCIL**

### **MINUTES OF THE PRECEPT MEETING OF THE COUNCIL HELD ON THURSDAY 5<sup>TH</sup> DECEMBER 2024 AT 7.00 PM AT LITCHARD PRIMARY SCHOOL AND VIA ZOOM**

Present: Councillor A Wathan (Chair)

Councillors: S Bletsoe  
N Deere  
L Jeffreys  
G Langdon  
L Lewis (zoom from 7.11 pm)  
A Williams (zoom)  
M Williams  
D Wingar

Apologies: Councillors Y Walton-Davies, L Jeffreys  
and J Williams

No Apologies: Councillor L Richards

Public: One

**Minute 101/24-25**

**102/24-25 DECLARATIONS OF INTEREST**

Councillor	Item	Minute	Interest	Speak/Vote
Steve Bletsoe	BCBC Bridgend TC	All relevant All relevant	Member Member	No/No No/No
Nathan Deere	V2C	All relevant incl. 104/24-25	Employee	No/No
Alan Wathan	BCBC Matters Parc Derwen Bridgend TC	All relevant All relevant All relevant	Member Resident Member	No/No No/No No/No
Amanda Williams	BCBC Matters Coety Primary School  Proposals by M Williams	All relevant All relevant  107/24-25	Member Chair of Governors Wife	No/No No/No No/No
Martin Williams	BCBC Matters Proposals by A Williams St Brides Minor CC	All relevant All relevant 111/24-25	Member Husband Member	No/No No/No No/No
Gareth Langdon	Parc Derwen	All relevant	Resident	No/No

**103/24-25 TO RATIFY THE MINUTES OF THE NOVEMBER 2024 ORDINARY MEETING**

The Minutes of the November 2024 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.

**104/24-25 MATTERS ARISING FROM THE NOVEMBER 2024 ORDINARY MEETING**

**Minute 69/24-25 Matters Arising from the September 2024 Ordinary Meeting**

**Llys Gwyn:** the Clerk had received an enquiry from V2C about the installation of bollards outside 1 Llys Gwyn. It was noted that V2C had installed a planter outside there too and would plant it going forward.

**Remote Meeting Equipment:** this has been received and will be used from January 2025 onwards

**Notice of Vacancy Pendre Ward:** closes 11<sup>th</sup> December 2024

**Minute 78/24-25 Development Control and Planning**

Following engaging the services of a solicitor to advise on P/24/547/Ful, the application has been withdrawn and the solicitor has been informed.

The Clerk has sought advice from Planning Aid Wales and whilst they offer advice, they could not offer the advice the council needed at this time.

**Resolved: All information was accepted and approved.**

**105/24 -25      CAT TRANSFER UPDATE**

The Clerk had received an email from the CAT office giving some background to previous meetings where a freehold transfer had been discussed, saying that the CAT Steering Group have determined that at present, a standard 35 year lease can be offered for the transfer of Litchard Fields, Pendre Fields and Coity Higher Community Centre.

A copy of the email, the council's Business Manager's response and an updated Business Plan had been sent out to members in advance of the meeting. This was discussed and a proposal made and a vote taken.

**Resolved: The information was noted. It was unanimously agreed to further request the freehold for the asset transfers and provide the updated Business Plan to BCBC as a lease is not acceptable. The Clerk was asked to seek a further meeting with Mark Shephard, Councillor Spanswick and Janine Nightingale early in the new year and to invite Ryan Jones the business manager to the meeting which the 3 borough councillors and the Clerk would attend.**

**106/24-25      FINANCE COMMITTEE - RECOMMENDATIONS TO COUNCIL INCLUDING NEW FINANCIAL REGULATIONS**

Councillor M Williams as Chair of the Finance Committee gave the following recommendations made by the Finance Committee:

- That there are no threats to the budget for 24/25
- To recommend the draft budget that are members' packs for discussion in the next item
- To accept the draft financial regulations with the addition a few additional words, noting too that going forward as in 4.8 any member with council tax unpaid for more than two months is prohibited from voting on the budget or precept by Section 106 of the Local Government Finance Act 1992.
- Next meeting to be held late March 2025.

**Resolved: All recommendations made by the Finance Committee were accepted.**

**107/24-25      TO SET A PRECEPT BUDGET FOR 2025/2026**

A copy of the draft precept budget recommended by the Finance Committee had been sent out to members in advance of the meeting, along with the forecasted budget for

24/25 and a letter from BCBC giving the Band D equivalent council tax in the council's area. The precept was discussed line by line and a vote taken.

**Resolved:** It was unanimously agreed to accept the draft precept budget for 25/26 and the Clerk would request a precept of £122,792 from BCBC.

## **108/24-25 FINANCE & ACCOUNTS**

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

Authority was requested for the payments of all the invoices listed on the expenditure sheet and on the additional sheet as agreed for inclusion by the Chair.

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

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

**Resolved:** Authority was given for the payments for November 2024 and the budget monitoring sheet was accepted and approved.

## **109/24-25 CLERK'S REPORT INCLUDING PROJECT UPDATES**

### **Project Updates:**

**Black Path Project:** Following Councillor A Wathan's concerns raised at the recent Future of Local Delivery Service meeting, the Clerk had forwarded the correspondence to Councillors M Evans and E Capaross as requested. Both acknowledged receipt on 28<sup>th</sup> October but no further correspondence had been received. This council then asked the Clerk to write to Mark Shephard and copy in the Leader and both cabinet members. This had been done and Mark Shephard had said he'd make enquiries.

**Footpath Castle/Church:** the Clerk had written to the land owner adjacent to the path to request permission to carry out the work and access the path via his and in the last two weeks of March 2025. Permission has been granted by the church, with conditions, for the council's contractor to cut back the trees in the churchyard which overhang the path. The contractor has applied for planning permission to go ahead as the work is in a conservation area. The Clerk has confirmed with Centre Great that they can go ahead and install the lights and they've ordered the materials.

### **Other Matters:**

**Defibrillators:** Councillors N Deere and L Richards had been passed the information to check the council's defibrillator batteries and pads and add their names as the contacts for the Welsh Ambulance's Circuit.

**Fly Tipping:** A few large bags of rubbish and some cardboard had been left alongside the bin at the bottom of Parc Derwen. The dumping of rubbish at this location is an on-going issue and is now costing the council money to get it removed.

**Lamp Lights of Peace for Schools:** the Clerk said the lamps had been received and the engraving completed and asked if the schools were aware of the gift and who was going to deliver them.

**Resolved:** All information was approved and accepted. It was agreed to ask Keep Wales Tidy if they could provide signage and a camera at the Parc Derwen bin and if the issue continues to remove the bin. It was agreed that the Governors would inform the schools and the Clerk would bring them to the next meeting.

#### **110/24-25 URGENT BOROUGH AND WARD REPORTS**

Councillor A Williams gave an update on planning permission for the 4G pitch and the increased number of drones flying from certain areas of the common.

Councillors A Wathan and M Williams did not have anything urgent to report.

**Resolved:** The information was noted

#### **111/24-25 URGENT CORRESPONDENCE**

All correspondence was noted. With the permission of the Chair some additional correspondence received since the papers were distributed to Members were included.

The Clerk drew Members' attention to the following:

- BCBC - offer of a copy of the electoral register
- Urdd Gobaith Cymru - financial request
- Coity Wallia Board of Conservators - funding request for 23/24 and 24/25.
- VE Day 80<sup>th</sup> Anniversary - Pageant Master request for information on lighting a beacon
- Resident - thank you for the Christmas tree in Litchard
- BCBC - Heads of Terms for Llys Gwyn Playground, Pendre
  
- **Resolved:** The correspondence was noted. The council did not wish to receive a copy of the electoral register, the Urdd Gobaith Cymru request would be deferred to March 2025. The Clerk was asked to register the beacon lighting for VE Day 80<sup>th</sup> Anniversary and it was good to receive positive feedback about the tree. It was noted the tree is leaning a little and the Clerk was asked to report it. A proposal to give no more than £500 per year up to 2027 was unanimously approved to the funding request from Coity Wallia Board of Conservators, subject to the receipt of a request in the form of a letter so that an appropriate paper trail of the request is kept on file. The draft Heads of Terms for the lease for Llys Gwyn play area were discussed and it was unanimously agreed to accept the terms.

NOTE: Councillor Alan Wathan did not take part in this next item which was chaired by Councillor Martin Williams.

**112/24-25 URGENT DEVELOPMENT CONTROL AND PLANNING MATTERS**

4 planning applications had been received, along with 3 decisions and 0 appeals and 4 items of correspondence from Planning Aid Wales.

The planning applications were discussed and the one for Coety Primary School's extension was noted. Concerns were raised about P/24/701/FUL and these were discussed.

**Resolved:** It was unanimously agreed to object to planning application P/24/701/FUL which had no driveway only a pathway entrance which would encourage on-road parking and concerns about the removal of trees and the height of the build.

**113/24-25 ITEMS FOR THE JANUARY 2025 ORDINARY MEETING**

- Green Spaces Plan Feedback by All
- Early 2025 Newsletter Ideas
- Mayor's Citizenship Awards 2025

**Resolved:** It was agreed to keep the agenda open to include urgent items that may arise during the month.

The next meeting will be an ordinary meeting to be held on Thursday 9<sup>th</sup> January 2025 at 7.00 pm at Litchard Primary School and via Zoom.

The meeting 8.10 pm.