



COITY HIGHER COMMUNITY COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD ON THURSDAY 3RD JULY 2025 AT 7.00 0 PM AT LITCHARD PRIMARY SCHOOL AND VIA ZOOM

Present: Councillor M Williams(Chair)

Councillors: S Bletsoe
Y Walton-Davies (from 7.11 pm)
G Langdon (via zoom)
L Lewis (via zoom)
P Robinson
A Wathan
A Williams (via zoom)
D Wingar

Apologies: Councillor L Jeffreys, N Deere, L Richards
And J Williams

Public: None

Minute 35/25-26

36/25-26 DECLARATIONS OF INTEREST

Councillor	Item	Minute	Interest	Speak/Vote
Steve Bletsoe	BCBC Matters incl. Electoral Boundary Review Schools	All relevant incl. 38/25/26	Member	No/No
		46/25-26	Governor Penybont Primary School	No/No
Yvonne Walton-Davies	St Brides Minor CC	None relevant	Member	No/No
Gareth Langdon	Parc Derwen	All relevant	Resident	No/No
Lisa Lewis	Brackla CC	None relevant	Member	No/No
Peter Robinson	Parc Derwen 47/25-26	All relevant P/25/403/FUL	Resident Ex Employee	No/No No/No
Alan Wathan	BCBC Matters inc. 47/25-26 Parc Derwen Bridgend TC	All relevant	Member	No/No
		All relevant All relevant	Resident Member	No/No No/No
Amanda Williams	BCBC Matters incl Electoral Boundary Reivew Coety Primary School Proposals by M Williams Brynteg School	All relevant incl. 38/25-26	Member	No/No
		All relevant incl. 42/25-26	Chair of Governors	No/No
		All relevant All relevant	Wife Governor	No/No No/No
Martin Williams	BCBC Matters incl. Standards Committee Proposals by A Williams Litchard Primary School St Brides Minor CC	All relevant	Member	No/No
		All relevant 43/25-26	Husband LEA Governor	No/No No/No
		43/25-26	Member	No/No

37/25-26 TO RATIFY THE MINUTES OF THE JUNE 2025 ORDINARY MEETINGS

The Minutes of the June 2025 Annual Meeting were presented for approval.

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

38/25-26 MATTERS ARISING FROM THE JUNE 2025 ORDINARY MEETING

Minute 20/25-26 Matters Arising from the May Meetings

Electoral Boundary Review: this will be discussed at BCBC's July 2025 meeting.

Newsletter: all newsletters have been delivered to all homes in the 3 wards with the exception of 6 which couldn't be delivered due to difficulty in gaining access to the properties. The number of enquiries about matters in the wards have increased including a lovely thank you email for such an interesting and informative newsletter. All enquiries have been responded too, either via return correspondence or a referral made by one of the BCBC councillors. An enquiry about the progress of the Aldi store has not been answered yet as there is currently no update.

Minute 25/25-26 Lease Coity Castle Play Area

Points 4 and 8 regarding access and a break in tenancy were discussed and a unanimous resolution made.

The council's solicitor had requested confirmation in writing of authority to act on behalf of the council on a council letterhead including confirmation of the details of a second person who has authority to act on behalf of the council.

Minute 32/25-26 Correspondence

Solar Light Coity Castle play area: the Clerk had made enquiries and the lanterns are not programmable. They will come on at dusk and stay lit until the lighting levels increase at dawn to switch off. As the resident who had raised the matter had agreed to see how the light affects anti-social behaviour in the play area over a 12 month period, no further action was needed at this time.

Resolved: All information was noted. It was unanimously agreed that no contribution towards maintenance in point four of the Coity Castle Play Area would be made and in point eight that no break is required in the tenancy. It was also unanimously agreed that the Chair, Councillor Martin Williams, would be the second authorized person regarding the lease.

39/25-26 DEVELOPER UPDATE

Councillor Amanda Williams gave a developer update for Oakwood View, Gerddi'r Castell and Parc Derwen. This included updated on the play area for Gerddi'r Castell, an update on relations with Persimmon regarding Oakwood View and a record number of complaints regarding lights and grass cutting on Park Derwen. It was noted that the scheduled meeting with Persimmon had been cancelled with short notice.

Resolved: All information was noted.

40/25-26 CHRISTMAS 2025

A discussion took place on CHCC's requirements for Christmas 2025 including provision of a tree pit/tree for Oakwood View and the planting of living trees.

Resolved: It was unanimously agreed that the Clerk would arrange the same number of trees/motifs as Christmas 2024, to look into the construction of a tree pit at Oakwood View and obtain a quote and to look into planting small living trees in the autumn alongside the existing tree pits for use in future years. Councillor L Lewis said she would be happy to donate the cost of four living trees.

41/25-26 ALLOTMENT GARDEN RENT 2026/2027

Shortly the Clerk will write to renew the allotment garden tenancies for 2025/26 and will need to state the cost of plots for the following year 2026/27 in that letter, giving 12 months' notice of any increase. It was noted that the cost of a full plot in 2024/25 was £44 and in 25/26 this will increase to £45. This was discussed.

Resolved: It was unanimously agreed to increase the cost of a full plot for 2026/27 to £47 and that the Clerk would state in the letter to tenants that this amount does not cover all the council's allotment costs. It was agreed to include the Allotment Garden as an agenda item in September.

42/25-26 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.

3.Moving Funds

It was agreed to move a sum of money from the council's current account into the council's savings account.

Resolved: Authority was given for the payments for June 2025 and the budget monitoring sheet was accepted and approved. The Clerk & RFO was given authority to discuss the amount of money to transfer from one account to the other with the Assistant Clerk & FO and to act as they thought fit.

43/25-26 CLERK'S REPORT INCLUDING PROJECT UPDATES

CAT UPDATE: The Clerk had written, as resolved at the June meeting, to BCBC Leader Councillor J Spanswick to express the council's dissatisfaction with the CAT progress. The Leader's PA had confirmed that Councillor Spanswick and Councillor Paul Davies are meeting with officers on 9th July to discuss all matters relating to the CAT process and Caity Higher Community Council and the Clerk will be contacted after the meeting with a response to the letter.

REACH Funding: no further updates.

PROJECT UPDATES:

Footpath Castle: the footpath work has been completed. The two solar lights are being installed on 11th July and following that work the Clerk will make a claim for the match funding. It was noted that there had been a complaint from the farmer who owns the adjoining field and the Clerk will respond. The footpath closure notice will remain in place until after the lights installation.

Llys Gwyn Play Area: the Clerk has completed the planning application; the council has until October to complete the project and claim the T&CC grant match-funding.

OTHER MATTERS:

Footpath Maintenance: the contractor has now returned to work and is working his way through the footpath maintenance back log. BCBC Rights of Way and CHCC have received a number of complaints ref maintenance on the Rights of Way which are being dealt with. The contractor will work an additional day this month to make inroads into the backlog.

The contractor informed the Clerk that two of the footpath signs on Heal Byeastwood have been cut own and another moved to point in the wrong direction. The Clerk had reported this to the Rights of Way department at BCBC.

School Community Awards: Both primary schools are taking part again this year. The Chair has both leavers' service dates in his diary and the Clerk has given the Chair the two awards and the gift vouchers for presentation.

Caity Wallia Act Summary: Davison Solicitors are happy to provide a summary. They estimate the cost of the work, to be shared with St Brides Minor Community Council, will be between £750 and £1,000, but should it take more than 4 hours the cost will increase.

Allotment Garden: one of the wooden posts which holds a tap has rotten and broken and was leaking over the allotment. Councillor A Williams turned off the water as the Clerk was unavailable and tenant, Bernard Tilman, undertook the repair and replaced the post at no cost to the council.

Tree Risk Assessment: the Clerk has requested a quote.

Electricity Supply Castle: as resolved at the June meeting, the Clerk has written to SSE and awaits a reply.

Bench Installations: the Clerk is meeting a new contractor on Monday to look at locations for the installations of the two benches at Gerda's Castell and Oakwood View.

Annual Leave: the Clerk reminded all of her annual leave dated. The out of office reply will refer any emergencies to the Assistant Clerk or the Chair as the Clerk won't have access to emails.

Resolved: All information was noted. Councillor Winger asked about the re-opening of the side gate to the castle and it was agreed to include this as an item on the September agenda. The cost of the summary was accepted. The council expressed its gratitude to Bernard Tilman.

44/25-26 MEMBER REPORTS

The Chair, Councillor Martin Williams, had responded to a request from a resident's niece who's uncle was celebrating his 100th birthday. The gentleman is a CHCC resident and the Chair wrote a letter to him to mark the occasion, framed it and took a home baked cake to him to personally congratulate him on reaching such a milestone.

Councillor Yvonne Walton-Davies had attended a climate change meeting at Master Town Hall where BCBC cabinet members were present. The meeting had been interesting.

Resolved: The information was noted. The 100th birthday story along with a photo has been included on the council's website. It was agreed that the Clerk would ask the other T&CC's if and how they mark milestone birthdays and anniversaries of residents and to include this as an agenda item in September.

45/25-26 BOROUGH COUNCIL UPDATES

Councillor A Williams: gave updated on a number of referrals, the gratitude of the Hendra residents for highways maintenance and their concerns regarding road speeding, Fforde Cadfan water issues, V2C matters Pender, a public meeting being held on Sunday 6th ref. HMP Parc, the delay to Coey Primary School extension and Education Scrutiny including football for 11 - 18 year olds held every Tuesday at Parc Derwen which approximately 70 children attend.

Councillor M Williams and A Wathan: said Councillor A Williams had covered much of the months' issues and added that the newsletter had generated much feedback and action had been taken by referrals to BCBC on some of the issues raised.

Resolved: The information was noted.

46/25-26 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 - modification to the implementation date of the replacement Ysgol Gyred Gymraeg Bro Ogwr.
- BCBC - invitation to the Chair to a celebration event on 25th June at the 3G pitch at Parc Derwen.
- T&CC's Chairs & Clerks Group - a draft letter to be sent to BCBC for approval by the council.
- Bridgend Samaritans - an invitation to the Chair to attend their Annual Meeting
- Items 14, 17, 18, 19 and 20 - correspondence from residents
- Item 15 - correspondence from resident of Parc Derwen asking for the outcome of issues raised at the June meeting
- 1st Litchard Brownies - a financial request including completed application form and details of their accounts

Resolved: The correspondence was noted. The Chair had accepted the invite on 25th June but had not been able to attend, the draft letter from the T&CC Chairs & Clerks Group was accepted and approved, the invitation to the Bridgend Samaritans AGM was accepted by the Chair, items from residents had been deal with in the month, item 15 the resident had been referred to the council's website where a draft summary of the resolutions of the last meeting could be found and it was agreed to donate £200 towards the 1st Litchard Brownies.

NOTE: Councillor Alan Wathan did not take part in this next item.

47/25-26 DEVELOPMENT CONTROL AND PLANNING MATTERS

1 planning application had been received, along with 6 decisions and 0 appeals and 2 items of correspondence from Planning Aid Wales. The planning applications were discussed.

In addition, prior to tonight's meeting an additional application P/25/403/FUL had been sent out to all to allow discussion at the meeting as the council will not meet until 11th September after tonight's meeting. This additional application was for a flat roof extension to the west of the existing cadet building, including fire escape steps and other associated works.

Other Planning Matters: two items of correspondence had been received regarding the council's responses to CAS-04119-V1K7LO and CAS-03468-K3B2J8.

Resolved: There were no objections to the planning applications. There were no further comments on the two PEDW items.

48/25-26 ITEMS FOR THE SEPTEMBER 2025 ORDINARY MEETING

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

- Draft Annual Report 2024/2025
- Marking Milestone Birthdays and Anniversaries
- Allotment Garden
- Side Entrance to Coity Castle

The next Ordinary council meeting will be held on Thursday 11th September 2025 at Litchard Primary School and via Zoom.

The meeting closed at 8.31 pm.