

**Draft Summary of the Ordinary Meeting of Coity Higher Community Council held on Thursday
11th September 2025 at 7.00 pm at Litchard Primary School and via Zoom**

Attendance: Councillors S Bletsoe, Y Walton-Davies, N Deere*, G Langdon*, L Richards*, Alan Wathan*, A Williams, J Williams, M Williams (Chair) and D Wingar

*Attended via zoom

Apologies: Councillor L Jeffreys, L Lewis and P Robinson

Public: None

Declarations of Interest:

Councillor	Item	Minute	Interest	Speak/Vote
Steve Bletsoe	Matters Arising from the June 2025 Meeting Penybont Primary School	All relevant “	Member Governor	No/No No/No
Yvonne Walton-Davies	Correspondence from SBM CC Clerk's Report including Project Updates	64 & 67/25-26	Councillor	No/No
Alan Wathan	BCBC Parc Derwen	All relevant All relevant	Member Resident	No/No No/No
Amanda Williams	Matters Arising from the June 2025 Meeting Clerk's Report including Project Updates Proposals by M Williams Chair Coety Primary School	All relevant “ “ “	Member Chair of Governors Wife Governor	No/No No/No No/No No/No
Martin Williams	BCBC Proposals by A Williams Litchard Primary School Correspondence from SBM CC Clerks Report including Project Updates	All relevant “ “ SBM CC 64 & 67/25-26	Member Husband LEA Governor Councillor	No/No No/No No/No No/No

Minute Number	Agenda Item	Action
53/25-26	Apologies for Absence	As above
54/25-26	Declarations of Interest	As above
55/25-26	To ratify the Minutes of the July 2025 Ordinary and Extraordinary Meetings	The Minutes of both the Ordinary and Extraordinary Meetings were approved and signed by the Chair.
56/25-26	Matters Arising from the July 2025 Ordinary and Extraordinary Meetings	All information was noted.
57/25-26	Developer Update	- All information was noted. - It was also noted that Councillor A Williams has written to Persimmon's CEO regarding the cancellation of meetings.
58/25-26	Allotment Garden	The following were unanimously agreed: - Not to renew the tenancies for plots 5a and 13/14. Write to inform them their plots are being re-let from 30th September 2025. - To accept the tree maintenance contractor's quote for £700 to remove the Hawthorn and Ash identified in the Risk Assessment as urgent at the allotment garden. - The Clerk to contact the Business Manager at Coety School re visual risk assessments - To look at virtual tenancies to enable tenancies to be signed and returned online for efficiency and save on postage costs. Councillor Deere to provide a copy of such a tenancy and if needed seek advice from BTC.
59/25-26	Tree Surveys Allotment Garden and Green Space Joslin Terrace	It was unanimously agreed that due to the urgency of the work the quote obtained will be accepted, the Clerk was asked to ask the contractor to carry out the work asap.
60/25-26	Side Entrance to Coity Castle	The Clerk was asked to arrange a meeting. The Coity ward councillors will attend.
61/25-26	Marking Milestone Birthdays and Anniversaries	It was unanimously agreed to mark 100th birthdays, 50th, 60th anniversaries if requested. The Clerk would publish this on the council's website and requests could be sent to the councillors or the Clerk for action. It was also agreed that

		£40 would be spent on a gift which the Chair or Vice-Chair would present. • If a request of a £0 cost is received for any other occasion, this would be at the discretion of the Chair.
62/25-26	Draft Training Plan 2025/26	• The draft Training Plan for 2025/26 was approved and accepted and the Clerk was asked to publish it on the council's website.
63/25-26	Draft Annual Report 2024/25	• The Draft Annual Report for 2024/25 was approved and accepted and the Clerk was asked to publish it on the council's website.
64/25-26	Correspondence from St Brides Minor Community Council	• Both invitations would be accepted. • Councillor Amanda Williams will join the community bus service working group and Councillor David Wingar will join the digital footpath map working group. • It was also agreed to ensure that the Great Glamorgan Way is included in the footpath discussion.
65/25-26	Summary Coity Wallia Commons Act	• The summary was unanimously accepted.
66/25-26	Finance & Accounts including Financial Request	• Authority was given for the payments for July and August 2025 and the budget monitoring sheet was accepted and approved. • It was agreed to move benches to the community projects budget line. • It was unanimously agreed to donate £300 and to suggest they write to other T&CCs in the borough for further funding as the POW Hospital provides services for the entire borough and writes to Coity Festivals to request support. • It was also agreed to offer that the Chair visits the station to present the cheque.
67/25-26	Clerk's Report including project updates and CAT updates	• All information was noted. • The lack of progress with the CAT transfer was disappointing and noted. • It was unanimously agreed that the Clerk should update the RoW Manager at BCBC on the correspondence ref. the farm gate and the council note the land owner's concerns. Councillor A Williams would request a meeting of the Development Control Committee consider the Llys Gwyn play area and to hold back from dating the

		lease until planning permission is approved. • Councillor A Williams would draft a letter to SSE and ask for a response within 7 days; if no response is given then an official complaint to Ofgem would be made. • The Clerk was asked to purchase two remembrance wreaths. • Councillor Deere confirmed the defibrillators will be checked. • The Clerk was given authority to arrange for any repairs to be carried out on the play areas. • There were no offers of carrying out the risk assessments on the 3 outstanding areas. • The Clerk was asked to speak to the Business Manager at Coety Primary School regarding risk assessments. • The room hire was agreed, subject to all 3 councils contributing.
68/25-26	Chair's Report	• The information was noted.
69/25-26	Member Reports	• There were no Member Reports.
70/25-26	Borough Council Updates	• The information was noted.
71/25-26	Correspondence	• The correspondence was noted. • Councillor M Williams agreed to attend the OVW/SLCC Event and share the cost with St Brides Minor CC as he'd represent both councils. • The Rights of Way work has been completed and BCBC notified. • The request for advice on land ownership had been referred to the Coity Anglia representative, the complaint ref. the path from Wildmill to Glanrhyd had been noted and a request would be made for a specific location. • A banner on the castle would be a matter for CADW though the council could display it on the side of the play area. • Both funding requests were deferred to the March 2026 meeting.
72/25-26	Planning	• There were no objections to the planning applications. • There were no further comments on the three other items.

		Regarding P/25/417/FUL it was agreed that the Clerk would ask permission for a councillor to speak at the Development Control committee meeting on this matter.
73/25-26	Items for the October 2025 Ordinary Meeting	- The meeting will be held on Thursday 9th October 2025 at 7.00 pm at Litchard Primary School and via zoom ➤ Grass Cutting and Floral Display Quotes/Tenders for 2026/27. ➤ Remembrance Sunday Arrangements and Wreaths ➤ Weeds Gerddi'r Castell