



## COITY HIGHER COMMUNITY COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD ON THURSDAY 13<sup>TH</sup> OCTOBER 2025 AT 7.00 0 PM AT LITCHARD PRIMARY SCHOOL AND VIA ZOOM

Present: Councillor M Williams(Chair)

Councillors: S Bletsoe (via zoom until 8.37 pm)  
Y Walton-Davies (via zoom until 8.32 pm)  
G Langdon (via zoom)  
A Wathan (via zoom)  
A Williams  
J Williams  
D Wingar

Apologies: Councillor L Jeffreys

No Apologies: Councillors N Deere, L Lewis & L Richards

Public: None

Minute 74/25-26

**75/25-26 DECLARATIONS OF INTEREST**

<b>Councillor</b>	<b>Item</b>	<b>Minute</b>	<b>Interest</b>	<b>Speak/Vote</b>
Steve Bletsoe	Matters Arising from the June 2025 Meeting Penybont Primary School	All relevant	Member	No/No
		“	Governor	No/No
Yvonne Walton-Davies	Correspondence St Brides Minor CC	89/25-26 All relevant	Commoner Councillor	No/No No/No
Gareth Langdon	Parc Derwen	All relevant	Resident	No/No
Alan Wathan	BCBC	All relevant	Member	No/No
	Parc Derwen	All relevant	Resident	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	No/No
		“	Chair of Governors	No/No
		“	Wife	No/No
		“	Governor	No/No
John Williams	Parc Derwen	All relevant	Resident	No/No
Martin Williams	BCBC	All relevant	Member	No/No
	Proposals by A Williams	“	Husband	No/No
	Litchard Primary School	“	LEA Governor	No/No
	St Brides Minor CC	All relevant	Councillor	No/No

**76/25-26 TO RATIFY THE MINUTES OF THE SEPTEMBER 2025 MEETING**

The Minutes of the September 2025 Ordinary Meeting was presented for approval.

**Resolved:** The Minutes were accepted and approved as a true record of the meetings and signed by the Chair.

**77/25-26 MATTERS ARISING FROM THE SEPTEMBER 2025 MEETING**

**Minute 56/25-26 Matters Arising from the July 2025 Ordinary and Extraordinary Meetings**

**Electoral Boundary Review:** the new T&CC Liaison Officer has informed Clerks that this will be discussed at the next BCBC full council meeting on 22<sup>nd</sup> October 2025.

**Christmas 2025:** the Clerk had met with a representative of Centre Great to look for a suitable location to construct a Christmas tree pit. It is not possible to put one near the play area as access cannot be gained for vehicles over the bridges due to weight constraints and there are bollards in the way. The best location is towards the bottom of the hill on the left hand side as you enter the development from Brackla roundabout as there is flat ground and a suitable lighting column there. It will also be seen by all entering and leaving the development. REMUS are happy with the location and I've been in touch with Persimmon to seek permission and to adapt the column. BCBC have requested that a supply is taken from the bottom of the column and Centre Great will provide a quote for the pit and column adaptation.

**Minute 58/25-26 Allotment Garden**

The urgent Hawthorn and Ash removal have taken place. The quote for the non-urgent work identified on the risk assessment/condition survey will be prepared by the end of October for consideration for precept 2026/27. Coety Primary School Business Manager is happy to help with visual risk assessment training. All other actions have been carried out.

**Minute 60/25-26: Side Entrance to Coity Castle**

A meeting took place on 9/10/25 with representatives of CADW and CHCC. The PCSO was also invited but did not attend. Opening the side entrance at the same time as the main entrance was discussed, the removal of the Heras fencing along the new footpath and the use of the council's solar lighting along the path to mount security cameras. Removal or relocation of one castle light unit was also discussed.

**Minute 66/25-26 Finance & Accounts**

The Clerk has asked Bridgend Hospital Radio for some suggested dates/times for the Chair to present the cheque and is awaiting a response. CHCC's funding suggestions was acknowledged but they will wait until they receive responses from those they've already written to before approaching others.

**Minute 71/25-26 Correspondence**

**Glyndwr Day:** the banner was a flag not a banner (baner - one n - is Welsh for flag) so as CHCC does not have a flag pole this could not be displayed.

**Footpath Side of Coity Castle/St Mary's Church:** The Clerk had sent an update to Rights of Way on the complaint received from the farmer following works to the footpath and they confirmed that if the farmer decides to change it to a kissing gate that is in line with the original parish records. They confirmed that the gate does not appear to be a self-closing gate and any alleged damage cannot be confirmed or denied.

**Complaint ref. Black Path, Litchard:** no further information on the specific location of the complaint has been received so no further action can be taken.

**Resolved:** All information was noted. The location of the Oakwood View tree was unanimously accepted. It was unanimously agreed that CADW could use the solar lighting columns to erect security cameras and they could remove the one castle light unit.

#### **78/25-26 DEVELOPER UPDATE**

Councillor Amanda Williams gave a developer update for Oakwood View, Gerddi'r Castell and Parc Derwen. This included progress made regarding roads, maintenance and landscaping at Parc Derwen, upset caused to residents by parking near the 4G pitch and the signage needed to stop users from parking there and a planned walkabout with Pesimmon to look at the street lighting that needs attention.

At Gerddi'r Castell updates were given on grit bins, landscaping, fees being pulled, BCBC's play area and a rough patch of privately owned land which needs clearing and cut back.

The update for Oakwood View will be made in the Clerk's report.

**Resolved:** All information was noted.

#### **79/25-26 GRASS CUTTING AND FLORAL DISPLAY QUOTES FOR PRECEPT**

Further to the December 2024 updates to Financial Regulations the Clerk said that 3 annual items that are included in the precept total between £3,000 and £10,000 and therefore at least 3 fixed-price quotes would be needed for precept setting 2026/27: grass cutting and footpath maintenance, floral displays and Christmas trees/decorations.

**Resolved:** The Clerk was asked to obtain the quotes although the Christmas one would prove difficult as Centre Great store the council's motifs and lights and the only other contractor is BCBC who also use Centre Great to install their motifs/trees. It was noted that the Financial Regulations state that the council shall not be obliged to accept the lowest or any tender, quote or estimate.

#### **80/25-26 REMEMBRANCE SUNDAY ARRANGEMENTS**

Services will take place on Sunday 9<sup>th</sup> November. Meet at the war memorial at Heol yr Eglwys, Coity at 10.50 am.

Bridgend Town Council are holding two services, one on Saturday 8<sup>th</sup> November from 10.30 am to 11.30 am for children and families and a march to the war memorial for a

short service at 11.00 am. The main parade is from 10.30 to 12.00 hours on Sunday 9<sup>th</sup> November, muster at Adare Street from 10.20 and stop off at 10.45 am with positioning at the war memorial at 10.55 am for a service followed by laying of wreaths.

**Resolved:** Two wreaths had been purchased on behalf of the council. Councillor Martin Williams (Chair) will attend the service in Coity and lay a wreath and Councillor Alan Wathan (Vice-Chair) will attend the service in Bridgend and lay a wreath.

#### **81/25-26 WEEDS GERDDI'R CASTELL**

This item was included before Taylor Wimpey agreed to sort out the problem. However, future treatment was discussed.

**Resolved:** The Clerk was asked to obtain quotes for weed pulling and removal on the main roads throughout the 3 wards and include a loop of Gerddi and Trem y Castell. This could then be considered for inclusion in the precept for 26/27.

#### **82/25-26 VIRTUAL ROLL OF HONOUR BOARD**

As the council does not yet have a permanent home and therefore a Roll of Honour, which is usually displayed at council premises, is not a possibility a proposal was made to have a virtual board designed and included on the council's website. This was discussed. The Clerk had obtained a quote in advance of the meeting for information purposes and the cost is around £150.

**Resolved:** The Clerk was asked to arrange for a Roll of Honour to be designed and uploaded onto the council's website in traditional design.

#### **83/25-26 CONSIDERATION OF A YOUTH REPRESENTATIVE**

Councillor Martin Williams said that some councils have a youth representative, the representative attends council meetings, sits on all debates but has no voting rights. The Clerk had provided the information on Bridgend Town Council's youth representative for information. This was discussed and members agreed it is a good idea.

**Resolved:** It was agreed that the Chair and Clerk would draft terms of reference with a view to adopting this idea at the May 2026 Annual Meeting.

#### **84/25-26 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.External Audit

A conclusion of audit had not yet been received.

**Resolved:** Authority was given for the payments for September 2025 and the budget monitoring sheet was accepted and approved.

### **85/25-26 CLERK'S REPORT INCLUDING PROJECT UPDATES**

**CAT UPDATE:** Councillor Amanda Williams said that following the borough councillors walk around with the new CEO he was keen for the Community Centre to reopen and for the lease to be sorted out. This was discussed.

#### **PROJECT UPDATES:**

**Footpath Castle:** The Clerk informed members of a delay by Centre Great in paying in the cheque for the work and therefore delaying a T&CC grant funding claim. The Clerk is keeping Andrew Care in the loop on progress.

**Coety Primary Footpath Project:** the Clerk updated members on a delay to the works which were going to commence on 6<sup>th</sup> October due to the school not seeking the relevant permissions from BCBC. In addition the spec for the work has been changed and the Clerk had sought confirmation from the funders if that affected the amount being funded; it is not affected. The contractor has been in touch to say the relevant permissions are given soon then he may have an opportunity to carry out the work soon. Councillor A Williams said permission has now been confirmed.

**Llys Gwyn Play Area:** Planning have continued to ask questions about the plans and are now concerned about the highest point of the multi-use piece of equipment. They've asked if the council would consider an alternative. The Clerk had provided photos of an alternative to council to consider including how the new plan would look.

The Clerk has asked Rob Jones of BCBC to withhold from dating the lease until the outcome of the planning application is known.

**Coity Castle Play Area Lease:** the Clerk updated Members on some advice from the solicitor to its previous instructions and these were discussed. The landlord's solicitor fees were read out, a total of £4,214; the Clerk has asked the council's solicitor to obtain a breakdown of the fees as they seem excessive.

#### **OTHER MATTERS:**

**Electricity Supply Castle:** the Clerk has not received a response to her letter to SSE and the Chair has written a further letter.

**Risk Assessments:** Councillor P Robinson has carried out all the risk assessments.

**Finance & Resources Meeting:** it was agreed that the Clerk would arrange a meeting to start discussions on the precept requirement, prior to the November meeting at 6.15 pm.

**Resolved:** All information was noted. The Clerk was asked to forward the original offer of a 35 year lease for the CAT transfer to Councillor M Williams who would remove what CHCC does not want included and will send it to councillors by 4<sup>th</sup> November for comments. The Clerk would contact the contractor to see when he could carry out the work on the school footpath project. The Clerk was asked to respond to planning saying their original proposal (which has been submitted in both the lease and funding requests to BCBC) is preferred, but the alternative is acceptable too. It was agreed to take the solicitor's advice on the Coity Castle play area lease on the access and the tenant break. The landlord's solicitor fees were not accepted the council's request for a breakdown of the fees was noted and the fees will be discussed at the next meeting.

#### **86/25-26 CHAIR'S REPORT**

Councillor Martin Williams had raised concerns with BCBC about an area of land on Heol y Groes which has subsided and had not received a reply. He had asked for an update.

**Resolved:** The information was noted.

#### **87/25-26 MEMBER REPORTS**

Councillor Yvonne Walton-Davies gave an update on a recent Coity Wallia Board of Conservators meeting.

**Resolved:** The information was noted.

#### **88/25-26 BOROUGH COUNCIL UPDATES**

**Councillor Amanda Williams:** updated Members on a serious road traffic accident on Heol Simonston. Residents have asked if CHCC will support their concerns on the speed of traffic along this area of road where there is a nasty bend.

There had also been an accident at a gym on the industrial estate, where a roofer had fallen through onto equipment below.

Councillor Williams has been talking to residents and staff regarding the transfer of services to Ysbyty George Thomas to hear their concerns.

There were no additional reports from Councillors M Williams or A Wathan.

**Resolved:** The information was noted. It was unanimously agreed that the Clerk would write to BCBC to ask traffic management officers to look at the road/scene and

**write a report and consider extending the 30mph speed limit on Heol Simonstone down to the roundabout outside the crematorium and cc in SW Police.**

### **89/25-26 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:

- Democracy and Boundary Commission Wales - Draft Annual Report 26/27 (comments by 18/11/25)
- Introduction and request from BCBC's T&CC Liaison Officer to attend a future council meeting.
- Coity Wallia Commoners - request for all 5 minor authorities to consider attending an informal meeting
- Coety Primary School - invitation to all councillors to the school's 10<sup>th</sup> anniversary celebration in October.
- Bridgend TC - info on the T&CC Chairs & Clerks meeting they are hosting on 22/10/25
- Resident - question ref. bus service through Coity
- Resident - request to remove a grit bin at Gerddi'r Castell to another location
- Resident - alerting the council to an overflowing bin in Coity Recreational Field
- Resident - request for an update on the proposed Aldi development
- BCBC - informing members of a proposed letter drop to P Derwen residents regarding the work to Coety Primary School
- Litchard 1<sup>st</sup> Brownies - thank you letter and thank you card signed by the brownies
- Councillor L Jeffreys - email of resignation as a councillor
- Hope Rescue - update and funding request
- Mynydd y Gaer Action Group - the information was noted.

**Resolved:** The correspondence was noted and the Clerk had dealt with the query regarding a bus service, the relocation of the grit bin and the overflowing bin. The Clerk was asked to invite the T&CC Liaison Officer to a future meeting and to defer the request from Hope Rescue to the March 2026 meeting. Councillor Jeffreys resignation was accepted and the Clerk would notify Electoral Services to start the vacancy process asap. The Clerk was asked to reply to the Commoners request saying that we have two representatives from the council on the Board of Conservators. CHCC will consider a formal planning application when it is received and it will be discussed in the same manner as any other planning application is discussed and remain fair to all parties involved. However, they are welcome to attend a future council meeting and raise their concerns and are welcome to organise a meeting as they suggest and the council will consider attending.

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

**90/25-26 DEVELOPMENT CONTROL AND PLANNING MATTERS**

1 planning application had been received, along with 5 decisions and 0 appeals and 3 items of correspondence from Planning Aid Wales. The planning applications were discussed.

**Other Planning Matters:** PEDW REF: cas03468-K3B2J8 Section 16 Common Land Application - Cefn Hirgoed & Hirwaun Common, Sarn, Bridgend.

**Resolved:** There were no objections to the planning applications. Other information was noted including P/25/563/FUL which had been received on 13/10/25 and so had not been included in the papers.

**91/25-26 ITEMS FOR THE NOVEMBER 2025 ORDINARY MEETING**

- Project Ideas for Precept 2026/27
- Welcome the T&CC Liaison Officer

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

The next Ordinary council meeting will be held on Thursday 13<sup>th</sup> November 2025 at Litchard Primary School and via Teams.

The meeting closed at 8.49 pm.