



COITY HIGHER COMMUNITY COUNCIL

MINUTES OF THE PRECEPT MEETING OF THE COUNCIL HELD ON THURSDAY 11th DECEMBER 2025 AT 6.30 0 PM AT LITCHARD PRIMARY SCHOOL AND VIA ZOOM

Present: Councillor M Williams(Chair)

Councillors: N Deere (via Teams from 6.37 pm)
G Langdon
L Richards
P Robinson
A Wathan
A Williams
J Williams
D Wingar

Apologies: Councillors S Bletsoe, Y Walton-Davies
and L Lewis

Public: None present

Minute 110/25-26

111/25-26 DECLARATIONS OF INTEREST

Councillor	Item	Minute	Interest	Speak/Vote
Nathan Deere	Clerk's Report	118/25-26	Employee V2C	No/No
Gareth Langdon	Parc Derwen	n/a	Resident	No/No
Luke Richards	Ynysawdre CC	n/a	Member	No/No
Peter Robinson	Bridgend TC	n/a	DC/Planning	No/No
Alan Wathan	BCBC Parc Derwen	All rel n/a	Member Resident	No/No No/No
Amanda Williams	BCBC Clerk's Report including Project Updates Proposals by M Williams Chair Coety Primary School	All rel All rel. n/a n/a 118/25-26	Member Chair of Governors Wife Governor	No/No No/No No/No No/No
John Williams	Parc Derwen	n/a	Resident	No/No
Martin Williams	BCBC Proposals by A Williams Litchard Primary School St Brides Minor CC	All rel. All rel. n/a n/a	Member Husband LEA Governor Councillor	No/No No/No No/No No/No

112/25-26 TO RATIFY THE MINUTES OF THE NOVEMBER 2025 MEETING

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

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

113/25-26 MATTERS ARISING FROM THE NOVEMBER 2025 MEETING**Minute 98/25-26 CAT Lease Update**

As resolved by the council a letter had been sent to Janine Nightingale and cc'd to the CEO and Leader of BCBC; it had been sent to their Pas and the Cabinet Office on 20th November 2025. It was noted that no acknowledgement or response has been received to date. Councillor A Williams informed the meeting that the CEO is arranging the requested round table meeting.

Note: Councillor A Wathan left the meeting for the next Matter Arising and returned for the next item.

Minute 108/25-26 Development Control and Planning Matters

At the council's request CHCC has been added as a consultee. As resolved at the last meeting the Clerk had written to the planning department to endorse Councillor Peter Robinson's letter. No further comments have been received from councillors on the application for the deadline this week.

Resolved: All information was noted. The Clerk was asked to re-submit Councillor Robinson's letter as CHCC's objection.

114/25-26 URGENT ITEMS IN THE DEVELOPER UPDATE

There had not been a meeting with the developer in the last month; the next meeting is scheduled for 10.00 am on 12th December 2025.

Resolved: The information was noted.

115/25-26 CO-OPTION PENDRE WARD

There had been no applications received by the deadline date.

Resolved: The Clerk will take advice from Electoral Services and it is expected that the co-option notice will be re-advertised with a new deadline date.

116/25-26 TO SET THE PRECEPT BUDGET FOR 2026/27

The Finance Committee's draft budget had been included in the meeting papers along with BCBC's letter giving the net equivalent tax base for the CHCC area which had been calculated at 4197.73. The Assistant Clerk went through every budget line and gave an explanation and answered any questions raised. This was discussed.

Resolved: It was agreed to request a precept for 26/27 of £125,523. A precept monthly increase of £0.03p (1.3%). The Clerk would make the request to BCBC.

117/25-26 FINANCE & ACCOUNTS INCLUDING FINANCE COMMITTEE RECOMMENDATIONS

1.Payment of Cheques

Authority was requested for the payments of all the invoices listed on the expenditure sheet shown below.

Payee	Description	£	p
HMRC	NI & PAYE November 2025	687	01
RCT Pension	Staff Costs November 2025	601	51
Clerk	November 2025 Salary		
Clerk	Mileage November 2025 £26.20 Copier paper £3.99 Info Comm Office Data Protection Fee £52.00	82	19
Asst. Clerk	November 2025 Salary		
Asst. Clerk	Mileage November 2025	25	43
MS Property Management	Waste bin collection and disposal 9 bins at Parc Derwen 6 th to 31 st October 2025	702	00
MS Property Management	Waste bin collection and disposal service October	126	00
G Burley & Sons Ltd	Solar lit Christmas tree provision, installation and removal	2,946	00
D Thomas	Summer floral planter displays	1,662	50
D Thomas	Summer floral basket displays	7,885	00
MS Property Management	Waste Bin Collection and Disposal Service November 2025	126	00
MS Property Management	Waste Bin Collection and Disposal Service for Parc Derwen 3 rd to 28 th November 2025	702	00

2.Budget Monitoring, Accounts & Budgets

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

3.Finance Committee Recommendations

Councillor Alan Wathan, Chair of the Finance Committee gave the following recommendations:

- That there are no threats to the budget for 25/26
- To recommend the Finance Committee draft budget to full council
- To keep the agenda open for items for the next Finance Committee meeting
- The next meeting will be held in late March 2026 subject to the Clerk receiving items for the agenda in advance of that date.

Resolved: Authority was given for the payments for November 2025 and the budget monitoring sheet was accepted and approved. The Finance Committee recommendations were unanimously accepted.

118/25-26 CLERK'S REPORT INCLUDING PROJECT UPDATES

Coety Primary School Allotment Paths: whilst the council has approved the draft licence the licence to sign has not yet been received; the Clerk has chased it up. However the person dealing with the licence sees no reason for the work not to go ahead and given that the council has a deadline to reclaim funding the Clerk asked authority to instruct the contractor to go ahead.

Llys Gwyn Play Area: the contractor has ordered the equipment and scheduled in the installation for the first week of February 2026. The T&CC Fund reclaim must be submitted by the end of March 2026. The landscaping conditions were noted.

Black Path Project: the CAT Officer has responded asking CHCC to complete an EOI for the land and specify whether a CAT or licence is requested. If the EOI is submitted prior to 15th December it can be considered at the next CAT Steering Group being held that day.

Coity Castle Play Area Lease: the council's solicitor has not yet received a response to the feedback on the fees.

Electricity Supply Coity Castle: the Clerk updated members on the further correspondence received from SSE; the Clerk had not yet written to SSE or OFGEM as she was waiting to receive previous paperwork.

Chain of Office: the current Chain of Office has now run out of space to add more tabs. The Clerk asked for the Chain to be discussed as an agenda item in January and in the meantime she would obtain pictorial samples and quotes to aid that discussion.

It was also noted that a neighbouring Chair of Council had not followed protocol and requested permission to wear their chain of office at an event within CHCC.

T&CC Forum: the T&CC Liaison Office has sent out a poll asking councils what day of the week and time they'd prefer the meetings to be held.

Christmas Trees: the planting of live Christmas trees has not taken place this year as questions raised regarding type, planting etc. have not been answered by Councillor Lewis. This will need to be a project for 2026.

Annual Leave: the Clerk updated members on her annual leave dates over the Christmas period.

Resolved: All information was noted. The Clerk was given authority to instruct the contractor to schedule in the work for the Coety Primary School allotment footpaths. The Clerk was asked to approach V2C regarding the landscaping conditions. The Clerk was asked to submit an EOI before the 15th for a licence on the land to the side

of the Black Path. The Clerk was asked to continue with the council's original resolution to write to SSE's CEO and OFGEM and include the latest correspondence comments in the letter. The council approved a discussion on the Chains of Office as an agenda item for January 2026 and the Clerk was asked to give a gentle reminder to the Clerk of the neighbouring council regarding the protocol. The council has no preference on the date and time of the T&CC Forum though later in the day would be preferable to allow working councillors a greater chance of being able to attend.

119/25-26 CHAIR'S REPORT

The Chair had attended Litchard Primary School's Christmas Fete and has accepted an invitation to attend St Mary's Church, Coity's 700th Anniversary Christmas Carol Service on 21st December 2025 at 4.00 pm

Resolved: The information was noted.

120/25-26 URGENT MEMBER REPORTS

Resolved: There were no urgent member reports

121/25-26 URGENT BOROUGH COUNCIL UPDATES

Councillor Amanda Williams: gave an update on the delay to Coety Primary School extension, corporate land missing from plans, the recent RTA at Heol Simonstone and the planned Christmas tractor run starting in Coity village.

Resolved: The information was noted.

122/25-26 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:

- One Voice Wales - Motions for Debate and changes to the Constitution to be discussed at the AGM on 21st January 2026.
- BCBC - offer of a copy of the Electoral Register
- Resident - request for minutes of the McDonald's Planning Application Meeting
- REMUS - request for assistance regarding an overflowing culvert on land to the side of Ffordd Cadfan (referred to Cllr A Williams to refer to BCBC)
- Urdd Gobaith Cymru - financial request
- Persimmon - confirmation of a £1,000 donation towards the Christmas tree pit at Ffordd Cadfan

- Resident - complaint ref. overflowing bin Parc Derwen

Resolved: The correspondence and action of the Clerk was noted. Members were asked to feed their comments ref. the Motions for Debate and changes to the Constitution to the Chair. The Clerk was asked to request a copy of the Electoral Register. The Clerk was asked to refer the resident to Councillor A Williams for copies of notes made at the McDonald's meeting. The financial request would be deferred to March 2026.

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

123/25-26 URGENT DEVELOPMENT CONTROL AND PLANNING MATTERS

With the permission of the Chair some additional planning received since the papers were distributed to Members were included.

3 planning application had been received, along with 5 decisions and 0 appeals and 2 items of correspondence from Planning Aid Wales. The planning applications were discussed.

Resolved: The planning items and correspondence were noted.

124/25-26 ITEMS FOR THE JANUARY 2026 ORDINARY MEETING

- Draft Biodiversity Report
- Mayor's Citizenship Awards
- Vacancy Pendre Ward
- Chain of Office

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

The next council meeting will be an Ordinary Meeting held on Thursday 8th January 2026 at Litchard Primary School and via Teams.

The meeting closed at 7.12 pm.