



COITY HIGHER COMMUNITY COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD ON THURSDAY 12th MARCH 2025 AT 7.00 PM at COETY PRIMARY SCHOOL and via TEAMS

Present: Councillor M Williams(Chair)

Councillors: S Bletsoe
A Davies
N Deere*
G Langdon*
L Lewis*
L Richards
A Williams
J Williams
D Wingar

Apologies: Councillors Y Walton-Davies, P Robinson
and A Wathan

Public: None present

Minute 162/25-26

Following a recent co-option the Chair welcomed back Councillor Anita Davies in her second role as councillor for CHCC and to her first meeting of this term of office.

163/25-26 DECLARATIONS OF INTEREST

Councillor	Item	Minute	Interest	Speak/Vote
Steve Bletsoe	BCBC Bridgend TC	All relevant n/a	Member Member	No/No No/No
Nathan Deere	Any V2C discussion	175/25-26	Employee of V2C	No/No
Gareth Langdon	Parc Derwen	175/25-26	Resident	No/No
Lisa Lewis	Brackla CC	n/a	Member	No/No
Luke Richards	Ynysawdre CC	175/25-26	Member	No/No
Amanda Williams	BCBC Proposals by M Williams Chair Coety Primary School Playscheme	All relevant 175/25-26 175/25-26 170/25-26	Member Wife Chair of Governors Friend of contractor	No/No No/No No/No No/No
John Williams	Parc Derwen	175/25-26	Resident	No/No
Martin Williams	BCBC Proposals by A Williams Litchard Primary School St Brides Minor CC Playscheme	All relevant n/a n/a n/a 175/25-26	Member Husband LEA Governor Councillor Friend of contractor	No/No No/No No/No No/No No/No
David Wingar	Playscheme	175-/25-26	Friend of contractor	No/No

164/25-26 TO RECEIVE THE LOCAL PCSOs

There were no PCSOs present.

Resolved: The Clerk was asked to write to A Phillips and invite him to the next meeting.

165/25-26 TO RATIFY THE MINUTES OF THE FEBRYART 2026 ORDINARY MEETING

The Minutes of the February 2026 Ordinary Meeting were presented for approval.

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

166/25-26 MATTERS ARISING FROM THE FEBRUARY 2026 ORDINARY MEETING

Minute 151/25-26 Assertion 10 of the Local Government Statement

This is no time limit on this so no action has been taken yet.

Minute 152/25-26 Items for the April 2026 T&CC Forum Agenda

The request to include Quiet Lanes as an agenda item has been made, however the meeting has been cancelled due to the pre-election period.

Minute 156/25-26 Chair's Report

As resolved at the last meeting the Clerk had written to St Mary's Church, Coity regarding the issues with the church hall building, and gave an update on the reply.

Going forward they are very confident and determined that the works will be completed and that the hall will re-open as a community space. An offer was made for the council to view the survey report.

Resolved: The information was noted.

167/25-26 DEVELOPER UPDATE

Councillor A Williams gave feedback on: ongoing issues with street lighting and water ingress. The residents of Gerddi'r Castell had invited Councillor Williams to a meeting re REMUS.

Resolved: The information was noted.

168/25-26 DRAFT SEXUAL HARASSEMENT POLICY

A draft policy had been circulated with the meeting papers. This was discussed.

Resolved: The policy was unanimously adopted.

169/25-26 DRAFT LONE WORKER POLICY

A draft lone worker policy had been sent out with the meeting papers as a starting point for discussion. This was discussed. Councillor Deere informed the meeting that there is an app which would be useful as a useful piece of equipment for staff when out an about and offered to demonstrate its usefulness at the next council meeting.

Resolved: The draft policy was unanimously accepted in principle; Councillor Deere's offer was accepted.

170/25-26 SUMMER PLAYScheme 2026

There is £6,000 in the budget line for playschemes in 2026/27. The Clerk had obtained two quotes for the provision from previous suppliers and gave the council information on the provision offered and the cost. It had not been possible to find a quote from a third local provider. The costs and provision were discussed.

Resolved: It was unanimously agreed to accept the quote from Youthworks and book them for 22nd July, 29th July and 4th August and hold the schemes in Coity, Litchard and Pendre. It was also unanimously agreed to accept the quote from Forces Fitness and to book them for 12th, 19th and 26th August 2026 for a scheme to be held at Coity Recreational Field and for the Clerk to book a porta loo.

171/25-26 DEFERRED FINANCIAL REQUESTS 25/26

The Clerk informed Members that there is £400 left in the donations budget line for the year. There are 8 deferred requests for: Wales Air Ambulance, Teenage Cancer Trust, Llangollen International Eisteddfod, Urdd National Eisteddfod Ynys Mon 2026, Cerebral Palsy Wales, Hope Rescue, Urdd Gobaith Cymru and Marie Curie. These were all discussed.

Resolved: It was unanimously agreed to donate £100 each to Wales Air Ambulance, Cerebral Palsy Wales, Hope Rescue and Marie Curie.

172/25-26 PRIDE IN PLACE (PiPIF)

Information on this funding available from the UK Government via BCBC had been shared with councillors; there are two funds a small one for schemes up to £25,000 and a larger one for schemes up to £300,000. All projects must be deliverable by March 2027. This was discussed. The Clerk asked for authority to pay Powell Dobson £1,165 to provide costings for a PiPIF application.

A proposal was made that a PiPIF bid be submitted from the Community Council to access up to £300K of capital funding to refurbish the changing rooms in Coity Higher Community Centre and be completed by the 31st March 2027. This will be to provide new changing facilities, showers and toilets for both male and female players.

Resolved: It was unanimously agreed to accept the proposal and the Clerk was asked to submit an EOI to the larger scheme for the renovation and refurbishment of

Coity Higher Community Centre with a bid for £300,000. Authority was given to the Clerk to ask Powell Dobson to provide costings for the application.

173/25-26 ONE VOICE WALES AREA REPRESENTATIVE

Due to the resignation of Lynda Jeffreys there is a vacancy for the role of representative and proposals or volunteers were requested.

Resolved: Councillor Anita Davies volunteered to take on the role and this was unanimously agreed.

174/25-26 FINANCE & ACCOUNTS

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 February 2026		
RCT Pension	Staff Costs February 2026		
Clerk	February 2026 Salary		
Clerk	Expenses Mileage February 2026 £42.88 Key rings £7.50	50	38
Asst. Clerk	February 2026 Salary		
Asst. Clerk	Mileage February 2026	20	93
Redlynch Leisure Installations Ltd	Provision of equipment and installation of play area at Llys Gwyn, Pendre	31,325	84
Gallagher	Annual insurance premium	1,711	07
Centre Great Ltd	Provision of Christmas trees, installation of motifs, removal of motifs, storage, creation of new pit Pendre etc. Christmas 2025	14,754	00
Royal Mail	Annual PO Box service	371	40
D/D Dwr Cymru	Water bill for allotment garden 13 th August 2025 to 29 th Jan 2026	73	46
Maison et Jardin	Maintenance to two accessible roundabouts at Pendre Fields and Coity Castle play areas	68	92
NSALG Ltd	Annual Membership the National Allotment Society 2026/27	84	00
One Voice Wales	Annual Membership renewal 2026/27	1,923	00
MS Waste Management	10 bins Parc Derwen 5 th Jan to 30 th Jan 2026	702	00
MS Waste Management	Waste bin collection and disposal service January 2026	126	00

2. Budget Monitoring, Accounts & Budgets

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

Resolved: Authority was given for the payments for February 2026 and the budget monitoring sheet was accepted and approved.

175/25-26 CLERK'S REPORT INCLUDING PROJECT UPDATES

CAT Transfer:

Councillor Martin Williams gave an update on a recent CAT meeting held at BCBC which included accessing grant funding from the Education directorate to improve the toilets at Coity Higher Community Centre to enable the main hall to be let to a community play group by the end of April 2026. These improvements can be undertaken in tandem with the main hall being occupied by the play group, so will not prejudice the project. These works stated above are classed as Phase 1 of the Plan for improving the Community Centre.

Councillor M Williams asked the council to give authority to the following:

- To ask BCBC to grant a licence to occupy the Coity Higher Community Centre to the Community Council.
- That the Community Council continue to progress a Community Asset Transfer for the Centre with BCBC. To enable them to manage the facility in the future and to look to access external grants for further improvements to the building, pitches and surrounding amenity areas. This would be classed as Phase 2 of the Project.
- Delegated authority to Councillor M Williams and the Clerk to progress the PiPIF application and the phases of the project. The delegated authority will mean that neither will be able to make decisions on behalf of the council but that they can act on behalf of the council to deal with the day to day progress of both the application and the project. For decisions Teams meetings will be called of CHCC's CAT working group when needed and full feedback given to full council at each ordinary council meeting.

Coety Primary Footpaths: the paths were inspected on 26th February by the funding team.

Llys Gwyn Play Area: The equipment is installed but the ground cover has not been laid; it needs a full dry day to enable the work to be carried out. A site visit has been held to look at the landscaping and replacement benches and the Clerk has written to V2C about this and awaits a reply.

Black Path Project: up-to-date quotes have been requested and a contractor has been asked to remove the plaque from the bench on the black path.

Coity Castle Play Area Lease: no further update.

Other Matters

SSE Electricity Supply Coity Castle: further correspondence has been received from OFGEM, SSE solicitors and SSE. The Clerk and Councillor A Williams have met and the matter has now been put into deadlock with SSE and the Clerk has written to SSE direct and their solicitors. Councillor A Williams will now complete a complaints form to OFGEM.

Allotment Gardens: the Clerk asked for authority to send all future tenancies out via email, except for one tenant who is not on email, and to accept electronic signatures.

Safety Barriers: the Clerk asked for authority to obtain quotes for a set of small safety barriers to be used in an emergency for damaged play area equipment, ground damage etc.

Working Group Charter Review: the Clerk is a member of this BCBC group and has been given responsibility for drafting the Recognition & Sharing Information and Open Communication section. Each section is now being pulled into one document for review in May before presentation to BCBC.

T&CC Chairs & Clerks Meeting: the next meeting is being hosted by Ynysawdre Community Council and will be held on 19th March 2026 at Sarn Library.

T&CC Grant Funding: as the fund is now a rolling fund, the Clerk asked if councillors would like her to apply for funding to lay all weather ground cover to the play areas at Litchard Park (Tanyrallt Avenue) and Pendre Fields?

Broken Gates: two broken gates at a field on the Parc Derwen development have been reported to the Clerk. The Clerk has asked BCBC to inspect and use the two gates CHCC has in storage from the Paths to Wellbeing project to replace the damaged one. The Rights of Way department have offered their own contractor to carry out the work, the Clerk asked for authority to accept?

Persimmon Community Fund: a cheque for £1,000 has been received from Persimmon towards the installation of a Christmas tree pit at Ffordd Cadfan.

Annual Leave: the Clerk reminded members of the dates of her annual leave in March 2026.

Resolved: All information was noted and approved. All CAT transfer information given by Councillor M Williams and authority requested by Councillor Martin Williams was unanimously accepted and approved. The request for delegated authority to Councillor M Williams and the Clerk was also unanimously given. Councillors N Deere and P Robinson will be asked to join the working group as they both have strong facilities management experience. Authority was given to the Clerk to carry out all administrative work for the allotment electronically, to obtain quotes for safety barriers, to apply for the two play areas for T&CC grant funding, to accept BCBC's offer of their contractor carrying out the installation of two new gates and to thank Persimmon for the cheque.

176/25-26 CHAIR'S REPORT

The Chair had attended a meeting with BCBC to discuss drainage.

Resolved: The information was noted.

177/25-26 MEMBER REPORTS

Councillor D Wingar: had attended a site visit to look at footpath issues at Cwmberrri Cottages as a member of Bridgend Ramblers. He is waiting on the next working group meeting date for the Digital Footpath Map group to progress this possible project.

Councillor A Davies: Requested the re-instatement of the Active Travel working group to revisit the plan and update it.

Resolved: The information was noted. Councillor Davies' request was unanimously agreed.

178/25-26 BOROUGH COUNCIL UPDATES

Councillor A Williams: reported major issues of cars speeding in Litchard particularly up Litchard Hill. Councillor Williams also reported on flooding in Parc Derwen from the 4G pitch, that there's a meeting in March with Persimmon regarding the adoption of the estate and gave an update on the crossing from Parc Derwen to Sainsburys etc.

Councillor M Williams: had nothing additional to add

Resolved: The information was noted.

179/25-26 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:

- OVW - Annual membership renewal due for 2026/27 £1,923
- Bridgend Sustainable Food Partnership/Ediculture - free apple trees
- Resident enquiry ref grazing permits on common ground
- Response to letter ref St Mary's Church Hall, Coity
- Pontardawe CC - seeing advice for a visually impaired councillor
- Democracy and Boundary Commission Cymru - Annual Remuneration Report 2026/27

Resolved: The correspondence was accepted. The payment of the annual membership fee was agreed, it was noted that the Clerk had requested some free apple trees, that the Clerk had assisted with the grazing permits enquiry and the request from Pontardawe CC and that there were no changes for T&CCs in the remuneration report.

180/25-26 DEVELOPMENT CONTROL AND PLANNING MATTERS

1 planning application had been received, along with 4 decisions and 0 appeals and 5 items of correspondence from Planning Aid Wales. The planning applications were discussed.

Resolved: The planning items and correspondence were noted.

181/25-26 ITEMS FOR THE APRIL 2026 ORDINARY MEETING

- To receive SW Police
- To receive a demonstration of an app suitable for lone workers (ND)

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 9th April 2026 at Coety Primary School and via Teams.

The meeting closed at 8.42 pm.