



COITY HIGHER COMMUNITY COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD ON THURSDAY 10TH SEPTEMBER 2026 AT 6.30pm AT LITCHARD PRIMARY SCHOOL and via Teams

Present: Councillor A Wathan (Chair)

Councillors: S Bletsoe
A Davies (via Teams)
Y Walton-Davies
N Deere
L Lewis | (via Teams)
A Williams (via Teams until 7.23pm)
J Williams
M Williams (via Teams until 7.23 pm)

Apologies: Councillors G Langdon, L Richards, P Robinson and D Wingar

Public: None

Staff: A Harris (Clerk & RFO), E Davies (Interim Deputy Clerk & FO - Facilities & Assets)

Minute 64/26-27:

Due to Councillors A Williams and M Williams limited time at the meeting with the agreement of the full council the Chair brought forward items 5,10,11 and 12. Item 9 was deferred to the October meeting.

The minutes follow the order on the agenda.

65/26-27 DECLARATIONS OF INTEREST

Councillor	Item	Minute	Interest	Speak/Vote
Steve Bletsoe	BCBC Bridgend TC	All relevant	Member Member	No/No No/No
Yvonne Walton-Davies	St Brides Minor CC	78/26-27	Member	No/No
Nathan Deere	Any V2C discussion Bridgend TC	n/a n/a	Employee of V2C Member	No/No No/No
Lisa Lewis	Brackla CC	n/a	Member	No/No
Alan Wathan	BCBC Parc Derwen Bridgend TC	All relevant 68/26-27 n/a	Member Resident Member	No/No No/No No/No
Amanda Williams	BCBC Proposals by M Williams Chair Coety Primary School Playscheme	All relevant 73/26-27 67/26-27 n/a	Member Wife Chair of Governors Friend of contractor	No/No No/No No/No No/No
John Williams	Parc Derwen	68/26-27	Resident	No/No
Martin Williams	BCBC Proposals by A Williams Litchard Primary School St Brides Minor CC Playscheme	All relevant n/a 67/26-27 n/a n/a	Member Husband LEA Governor Councillor Friend of contractor	No/No No/No No/No No/No No/No

66/26-27 TO RATIFY THE MINUTES OF THE JULY 2026 ORDINARY MEETING AND THE AUGUST 2026 EXTRAORDINARY MEETING

The July 2026 Ordinary Meeting Minutes and August 2026 Extraordinary Meeting Minutes were presented for approval.

Resolved: The Minutes of both meetings were approved and signed by the Chair.

67/26-27 MATTERS ARISING FROM THE JULY 2026 ORDINARY MEETING AND THE AUGUST 2026 EXTRAORDINARY MEETING

Minute 47/26-27 Christmas 2026

The Clerk had written to all the suggested organisations ref Christmas 2026. Coety Primary had responded saying they'd ask CPSFA and will let the council know. St Mary's Church had responded asking if there was anything specific the council have in mind as they're happy to offer assistance.

Minute 51/26-27 Green Space off Heol y Groes, Litchard

Persimmon have responded saying their team will pick this query up and respond in due course and offered to meet to discuss.

Minute 52/26-27 Confidential Staff Committee Recommendations

The Clerk gave an update on three matters.

Resolved: All matters were noted.

68/26-27 DEVELOPER UPDATE

Councillor Amanda Williams gave an update including an issue with lights on Parc Derwen which Persimmon had actioned. Complaints have been received regarding the grass cutting at Gerddi'r Castell.

Resolved: The information was noted.

69/26-27 CHRISTMAS 2026 QUOTES

3 quotes had been obtained for the installation, removal and storage of 25 column motif features and the supply, installation, removal and dressing/undressing of lights on 6 x 20ft trees and 1 x 16ft tree. In addition quotes had been sought for the solar Christmas trees.

The quotes were discussed.

Resolved: It was unanimously agreed to accept the quote from Centregreat Ltd for the column features and trees and to Inverde (Plantscape) for the solar lit trees.

70/26-27 DRAFT TRAINING PLAN

A draft training plan for 2026/27 had been included in the meeting papers. This was unanimously accepted. Councillor N Deere suggested some alternative H&S training for the Deputy Clerk.

Resolved: The draft training plan was unanimously approved and the Clerk was asked to publish it on the council's website.

71/26-27 DRAFT ANNUAL REPORT 25/26

A draft Annual Report for 25/26 had been included in the meeting papers. Councillor Y Walton-Davies thanked the Clerk for her work in preparing the Report.

Resolved: The Report was unanimously approved and the Clerk was asked to publish it on the council's website.

72/26-27 REPRESENTATION AT T&CC FORUM MEETINGS

As Councillor A Williams was not present for this item, it was deferred to the October 2026 meeting.

Resolved: This item was deferred to October 2026.

73/26-27 LAND OFF GERDDI'R CASTELL ROUNDABOUT

Councillor M Williams described the location of the land off Gerddi'r Castell roundabout and its overgrown condition. It had recently started overgrowing into the adjacent footpath and the Clerk had arranged for it to be cutback. This was discussed.

Resolved: Councillor A Williams will pass on some contact details to the Clerk so that tentative enquiries could be made from the landowner to enable the council to consider if they want to maintain it.

74/26-27 COITY HIGHER COMMUNITY CENTRE UPDATE AND PiPIF APPLICATION

Councillor A Williams gave an update on some recent works carried out at the Community Centre and the replacement of the roof above the main hall. There is no news on any progress of the Heads of Terms for the CAT or any further news on funding.

Resolved: The information was noted.

75/26-27 UPDATE FROM THE COMMUNITY ACCESS PLAN WORKING GROUP MEETING

The Community Access Plan working group had met on 20th August. The Chair, Councillor M Williams, gave some background on the previous Access Plan which had been completed in 2017. This was discussed and the way forward was agreed.

Resolved: The agreed next steps are as follows:

- To look at where the wards are regarding active travel and safe routes to schools
- To liaise with the two local schools to find out what they think is needed

- For the councillor to work together in their wards to walk the wards during the day and night time noting what needs to be addressed and included in the updated plan i.e. what has been done, what hasn't been done from the last plan, what new items need to be added and report back at the next group meeting
- Councillor A Davies to let the Clerk know what DDA standards need to be met and for the Clerk to share that information with the group
- All councillors to include tactile paving and dropped kerbs in their observations
- Invite Councillor Bletsoe to join the group

76/26-27 FINANCE & ACCOUNTS

1. Payments for July and August 2026

The Deputy Clerk went through the payments and gave some explanations. The list of payments is shown below:

Payee	Description	£	p
HMRC	Contributions July - Contributions Aug -		
Clerk	Salary July - Salary Aug -		
Clerk	Expenses: Mileage - July - £38.19 Mileage - Aug - £16.06 Planning Aid Wales Training - £20 Portaloo Hire - £204 Data Storage - £75	353	25
RCT Pension	Staff Costs July - Aug -		
Deputy Clerk	Salary - July & Aug		
Deputy Clerk	Expenses: Mileage - July & Aug £44.28 Postage - £21.84	66	12
Maison et Jardin	Invoice 7015 footpath maintenance including footpaths 12 (x 4), 14, 12a, 46 (x 2), 35, 8 (x 2) and 17a £225.00 Invoice 7016 weed, nettle & bramble clearing Coity Castle Play Area £49.50 Invoice 7017 Bramble clearance Heol West Plas/clos Taylor footpath £74.25 Invoice 7019 noticeboard maintenance £74.25 Invoice 7020 maintenance of footpath 46 £74.25 Invoice 7022 grounds maintenance - Joslin Park £275 Invoice 7023 install of paver slabs for ramblers' benches £201.46 Invoice 7026 footpath maintenance including footpaths 12 (x 4), 14, 12a, 46 (x 2), 35, 8 (x 2) and 17a £225.00	1,422	71

	Invoice 7027 bench refurbishment Tan yr Alt Play Area £224		
Dwr Cymru d/d	Allotment Water Provision 30/1/26 to 3/8/26	446	21
Evans Garden Services	Invoice 07/2026 extra cut to Cae'r Eglwys £175 Invoice 08/2026 grass cutting Aug 2026 £709 Invoice 09/2026 extra cut to Cae'r Eglwys £175	1,059	00
Forces Fitness	Summer Play Sessions x 3	1,650	00
Youthworks	Summer Play Sessions x3	600	00
Arbcymru Ltd	Tree Maintenance - Allotments	330	00
Audit Wales	External Audit 2024/25	1,194	07
Apogee	Copying and printing 31/7/26 to 31/10/26	450	10
Scribe	Accounting Software - Initial Setup Costs	658	80
MS Waste Management	Invoice 0015 waste collection play areas £174 Invoice 0016 waste collection Parc Derwen £702 Invoice 4617 weedkiller application £750	1,626	00
BNP Paribas Leasing Solutions Ltd	Copier rental 6/8/26 to 7/11/26	337	39
Evans Gardening Services	Grass cutting service September 2026	709	00
Councillor	Allowances 2026/27	208	00

2. Budget Monitoring Sheets July and August 2026

The Deputy Clerk gave the balances carried forward and explained any income received.

3. Banking

The Deputy Clerk requested authority to re-issue some cheques which had previously been authorised due to the wrong payee name, a signature crossing the amount box and looking like an additional 1 and a councillor allowance cheque not received in the post.

An application for online banking had been made and authorisation was requested from the council for a debit card with a maximum limit to be requested from the council's bank for use mostly during the summer months when staff reimbursement can run into hundreds of pounds across two months.

Resolved: The payments for July and August 2026 and Budget Monitoring sheets for those months were accepted and approved. The request for the re-issued cheques were authorised. Authorisation was given for the debit card; Councillors S Bletsoe and N Deere suggested alternatives and they agreed to pass the information on to the Deputy Clerk to look into.

77/26-27 CLERK'S REPORT INCLUDING PROJECT UPDATES

Black Path Project - all items ordered expected soon.

Coity Castle Play Area - no news on lease. Accessible roundabout has issues and now has barriers around it. The Clerk had obtained a quote from the supplier for a replacement bearing which was £10,524.82 excl vat and excluding installation or

removal and disposal of the old one plus a fork lift truck is needed to unload on delivery. The Clerk had approached a local bearing company to try and obtain an alternative quote and is making enquiries about a replacement piece of equipment at a lower cost.

Pendre Fields Play Area - work is due to start to laying the all weather ground cover on Monday 14th September and weather permitting it will be finished early the following week.

Electricity Supply Castle - despite accepting SSE's offer a bill has been received for £438.05 despite there not being a supply at the castle. Also another bill has now been received for a different account for a past Christmas tree account and Capital Resolve is now involved in that too.

Annual Play Area Inspections - these were carried out in early September and I'm awaiting the reports.

Power Washing Tanyralt Play Area - is on hold due to the imminent laying of all weather ground cover.

Allotment Gardens - no major issues, two minor ones, both resolved, one about apple fall and the other from a nearby resident about weed spraying affecting their plants. Two perimeter trees had needed work this month due to the dry weather, one hazel had fallen and was removed and the other had large branches which had moved forward over a plot. The branches were cut back.

Right of Way - into the allotment garden from Heol West Plas is very overgrown particularly from foliage overgrowing from the house next door into the footpath.

Remembrance Wreaths - the Clerk asked how many she should purchase.

Maintenance Work - the following has been carried out since July:

- Benches painted at Pendre and Tanyralt Avenue play area
- A tree house removed from a large tree in the green space at Joslin Terrace. It had been constructed by an adult.
- Cut back all the bushes at the Joslin Terrace green space and the boundary next to the play area.
- Cleaned and oiled the hinges and locks on all noticeboards.
- Removal and clearing of brambles and weeds encroaching under the fence into Coity Castle play area
- Installed patio slabs to the base of the Ramblers benches along the black path behind Glanrhyd Hospital
- Cut back brambles encroaching onto the pavement at Gerddi'r Castell

Annual Leave - the Clerk reminded members about her annual leave in late September/early October. Urgent emails and calls will be forwarded to the Deputy Clerk.

Resolved: All information was noted. The Clerk was asked to seek Councillor A Williams' assistance with the SSE issues and to ask the contractor to clear the Right

of Way including the overgrowing foliage. The Clerk was asked to purchase two remembrance wreaths.

78/26-27 MEMBER REPORTS

Councillor Y Walton-Davies had attended a BOAT meeting ref Mynydd y Gaer including plans to draft a letter to the police which Cenin are drafting.

Councillor L Richards was not present but had attended a Town Twinning meeting at Bridgend Town Council.

Resolved: The information was noted.

79/26-27 BOROUGH COUNCIL UPDATES

Councillor A Williams gave the report on behalf of the 3 borough members including:

- Improvements to St Mary's Church, needs a new roof, wasn't successful for PiPIF funding and is now fundraising to cover the cost itself.
- Update on the take over of land outside Coety Primary School and some additional parking and the rushing through of grass pitches planning.
- A meeting regarding a possible one way system at Heol yr Eglwys and traffic on Hendre Lanes. An agreement had been made for improved signage for the roads. Councillor Y Walton-Davies asked that the farming community are consulted on any highways changes due to the size of some of their larger agricultural equipment..
- A meeting held at Litchard Terrace regarding the addition of SLOW road markings, improved signage and a crossing point.
- Issues at Great Western Avenue with fires started, anti-social behaviour and balls being thrown into gardens.
- Issues in the woods at Parc Derwen addressed at a meeting with the police. Persimmon have agreed to a meeting with the police and council.

Resolved: All information was noted.

80/26-27 CORRESPONDENCE

All correspondence was noted and had been sent out to all councillors via email. The following were drawn to Members' attention:

- One Voice Wales - amendment to Standing Orders
- One Voice Wales - Motions for AGM (DEALINE 4TH December 2026)
- BCBC - letter from the Rights of Way Manager ref council representative LAF
- BCBC - letter from Mayor ref chosen charity

- BCBC - letter from Highways in response to Drainage Works letter from CHCC at Tanyrallt Avenue
- SSE - Acknowledgement of receipt of second complaint
- BCBC - invitation to Financial Briefing for Clerks 28th September and invitation to Councillors and Clerks to a Transformation Strategy meeting on 14th September 2026.
- OVW/NALC - Annual Pay Settlement for staff 2026/27 backdated to April 2026
- Bridgend Responders - update on some of the defibrillator batteries needing to be replaced
- OVW - Important letter to Member Councils ref. Community Boundary Reviews

Resolved: Amended Standing Orders and Motions for AGM to be included as agenda items for the October Ordinary Council Meeting. The Clerk was asked to respond to the Rights of Way Manager and agree to the current representative remaining until the May 2027 elections and to request that future terms for the representative should align with the election calendar. The Highways letter had offered a site meeting which the Clerk would set up. The annual pay settlement was accepted and forms part of the staff contract of employment. The Clerk will purchase the batteries and Councillor Deere will install them.

NOTE: Councillor A Wathan left the meeting for the next item and returned at 8.43 pm.

81/26-27 PLANNING

- There were 12 applications received in the month and 4 decisions. These were discussed.
- An update on PEDW Case DNS CAS-01773-Z5L1DO had been circulated to members.
- Glanllynfi Wind Farm - launch of statutory consultation which closes 2nd October 2026.

Resolved: The Clerk was asked to object to P/26/422/FUL house of multiple occupation on the grounds that it is not suitable for this family orientated neighbourhood, it results in a family home being lost and over intensification. Any comments regarding the windfarm to be sent to the Clerk no later than 24th September.

82/26-27 ITEMS FOR THE OCTOBER 2026 ORDINARY COUNCIL MEETING

- Grass cutting, litter removal and disposal, weed spraying and floral display quotes for 27/28
- Amended Model Standing Orders
- Motions for OVW AGM
- Remembrance Sunday Arrangements
- Representation at T&CC Forum Meetings (AW)

Resolved: The agenda will be kept open to include urgent items that may arise during the month. The next meeting will be held on 8th October 2026 at Litchard Primary School and on Teams.

The meeting closed at 8.47 pm.