Coychurch Higher Community Council

Minutes of the meeting held on

9th June 2025

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| Present: | | |
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| Chairperson | Catherine Reape | CR |
| Vice-Chair | Tracy Boxall | TB |
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| Members | John Holmes | JH |
|  | Mary Goodman-Edwards | MGE |
|  | Dave Marchant | DM |
|  | Mr Stephen Bird | SB |
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| Clerk/RFO | Antoinette Chislett | AC |
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ACTION

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| Start Time: 18:32 | | | |
|  |  | CR officially opened the meeting. |  |
| 1 |  | Apologies: N apologies received |  |
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| Co-option of new Community Councillor Mr Stephen Bird: | | |  |
|  |  | * Co-option proposed by CR and agreed by all members. * SB signed CHCC Code of Conduct Declaration of Acceptance Form * New Councillor letter read by AC to SB |  |
| 2 |  | Minutes:  Minutes of the May meeting had been read.  DM proposed they be accepted; seconded by TB and agreed by all. |  |
| 3 |  | Police matters:  No information received from PCSO for May. |  |
| 4 |  | Declarations of interest:   * CR – Sports and Social Club * MGE – RFC * TB and SB - Allotments * All CHCC attendees - Welfare Hall |  |
|  | 5:i | Publicity/PR/Newsletter: who confirmed   * DM requested clarification regarding methods of Community Engagement. Members we reminded that as per Standing Orders public notices of meetings were published 3 days before said meeting. * TB suggested that there may be a safeguarding issue if MOPs were not aware of meeting location and attempted to enter the main hall. It was suggested that the meeting should be sign posted to avoid any confusion during meeting times. * No further action. |  |
|  | 5:ii | Landscape project:  Update from G. Whittington:   * Beds haven't been sprayed * Emroch will carry out maintenance visit next week. Replace broken rail on the fence and re-level the path and add stone dust during the same visit * 'Oil slick' is from old rotten - will go once the wildflowers have established * One of the avenue trees will be replaced this autumn   Update from J. Hartley:   * Pipe survey carried out in the area - there was a small amount of debris which has been cleared so she is hopeful this has resolved the flooding problem * Wildflower turf already installed in and around the pond, with wildflower seeding in other areas of the scheme * Significant delays with the sign manufacturer – she will continue to chase * Metal bee habitat sculpture installed and visible from/near the bridge. The sign will give more detail once it is installed. * Further to the Landscape project CR has reported knotweed at Rugby Club and Allotment to J. Hartley and received assurances that this will be treated. * TB to advise C. Watkins that knotweed at Allotments should not be hacked back as this would hinder the treatment process. | TB |
|  | 5:iii | Development- Travellers:   * No Further update |  |
|  | 5:iv | Signage:   * Damaged village sign near Bulls Row – AC has reported to Highways via BCBC “Report It” system. TB has trimmed overgrown foliage at base of sign post. * Members were requested to report any issues to Clerk or direct to Borough Councillor and to keep all members informed of issues reported. Communication should be via group WhatsApp or email * DM brought up issue raised by residents in Rhiwceiliog regarding road signs in lanes. Members discussed dangers of walkers and horse riders along roads where cars are permitted to travel at the National Speed Limit.   + At Heol-y-Felin there may be a case to moved the National Speed Limit sign past the Egg Farm as there are street lights up to that dwelling.   + At Chapel Row, Rhiwceiliog street lighting to be investigated by DM | DM |
|  | 5:v | Active Travel Plan:   * No update |  |
|  | 5:vi | Traffic Speed:   * AC to prompt PCSO regarding request for further speed scoping on High Street and Pant Hirwaun | AC |
| 6 |  | Millennium site and footpaths:   * Cardiff Conservation Volunteers to visit on 29th June and 14th September to clear overgrown foliage and bramble. * AC and TB discussed idea shared by Maesteg Town Council at recent Chair and Clerks meeting regarding a Footpaths App that is being rolled out in their area.   + Members discussed publishing local footpath information on Coychurch Higher Community Council website |  |
| 7 |  | Cenin:   * Clarification from BCBC Chief Planning Officer regarding PEDW approval process. Information has been shared and members have been provided with Welsh Government guidance website link. |  |
| 8 |  | HeolyCyw Welfare Hall:   * JH advised members that electrical upgrades are being planned by the National Grid. JH awaiting confirmation of dates. * Ongoing draining issue during rainfall due to no overflow. JH to review drainage drawing to establish who to report issue to. | JH |
| 9 |  | Christmas:  No update |  |
| 10 |  | CHCC Website and Social Media   * AC has updated CHCC website with latest members and meeting information * DM reported his findings from his review of the website. * Working Group to be established to improve website. * DM reported finding from his review of CHCC Facebook Page:   + Members agreed not to change the current Facebook Page and that V Evans was doing a great job as volunteer administrator   + Contact details on Facebook should be updated to remove J. Porters name and address. | DM /AC /JH / SB |
| 11 |  | Standing Orders review   * Members read and reviewed Standing Orders during meeting. |  |
| 12 |  | Training and Code of Conduct Training:   * Code of Conduct training to be arranged for SB by AC * DM to consider what OVW training he would find beneficial | AC |
| 13 |  | Correspondence and planning: |  |
|  | 13:i | Correspondence (see attached correspondence list) :   * Zurich Insurance is due for renewal in July. JH requested AC to check if Zurich is the current best price on the market. If it is members agreed that insurance should be renewed for another year. | AC |
|  | 13:ii | Planning  No new planning |  |
| 14 | 14:i | To receive reports from:  Representative on school governing body –   * During the previous months meeting members discussed potential impact on Coychurch Higher children if the new housing development leads to over subscription at schools. Concerns were reported by AC to BC AW. BC AW responded -   He will alert CHCC Clerk when the final planning application is submitted so that CHCC can view the documents and make comments to the local authority.    He will also ensure that CHCC’s remarks are reflected in my own consultation response and in my oral representations at the Committee at the appropriate time. |  |
|  | 14:ii | Representative on the board of Conservators:  CR provided update from latest Board of Conservators meeting:   * Bulls Row – ongoing issue with sheds. * Stones have been sourced and must now be located on Pant Hirwaun * Flooding issue ongoing on Pant Hirwaun * Thistle has been treated near Rockwool * Reports of horses kicking lambs |  |
|  | 14:iii | Representative on One Voice Wales   * AC reminded all members to log onto OVW new website using login and password provided |  |
|  | 14:iv | Representative on the town and community council:   * TB and AC attended Chair and Clerks meeting remotely. Service Level Agreement to be distributed to all members to consider signing up with other T&CCs in the area | AC |
| 15 | 15:i | Finance:   * AC reviewed the 24/25 Annual Return with all members * All members approved Annual Return. Document signed by Chair |  |
| 16 |  | Matters for the clerk  None |  |
| 17 |  | To consider any other item of business which the person presiding as the meeting, as of the opinion should, by reason of special circumstances, be transacted as a matter of urgency:   * JH noted that his availability will be reduced over the next 3 months due to personal obligations. |  |
|  |  | Meeting closed: 21:42 |  |
|  |  | Signed: |  |
|  |  | Dated: |  |