Coychurch Higher Community Council

Minutes of the Meeting held on

Monday 14th November 2016

|  |  |  |
| --- | --- | --- |
| Present: |  |  |
| Chairman: | Alex Owen | AO |
| Vice Chairman: |  |  |
|  |  |  |
| Councillors: | Mike Newth | MN |
|  | Robert Owen | RO |
|  | Nan Oram | NO |
|  | Susan Joseph | SJ |
|  |  |  |
| Clerk | Karyl Carter | KC |

Meeting commenced: 1906

 ACTION

|  |  |  |  |
| --- | --- | --- | --- |
| 1 |  | Apologies: Apologies received and accepted for Councillor John Powson. |  |
| 2 |  | Police Matters: no police officer present. The Clerk confirmed receiving an email from PCSO Morgan reporting the following crime:September – Violence against a person – High Street, Heol Y Cyw. October – No crimes reportedAO confirmed the dumped in the car park had been reported and the car on High Street was taxed until December. | KCAO |
| 3 |  | Declarations of interest: SJ – anything pertaining to the allotment. AO – anything pertaining to allotment. |  |
| 4 |  | Minutes: the minutes of the September meeting had been read. They were proposed to be accepted by RO and this was seconded by AO and agreed. |  |
| 5 |  | Matters arising: |  |
|  | 5:i | Footpaths: The Clerk is still waiting for a response from A Mason (who is waiting to hear from Andrew Jolley) re: the transference of the agency agreement to PTC. The Clerk had requested PTC carry out work as necessary on F/P 42 however, PTC has been very busy due to their move from the welfare hall to the vestry at Salem Chapel. | KC |
|  | 5:ii | BCBC Development of a CAP: the Clerk had passed the £1K to the CAP committee and requested a receipt be supplied asap. | AO |
|  | 5:iii | Co-option: The Clerk confirmed having received a hand delivered letter of application from Lillian Davies and an email application from Mrs Jan Samuels. The Clerk had forwarded the email application to Members in advance of the meeting. Members agreed to vote by a show of hands. Lillian Davies accrued 4 votes and Jan Samuels 1 vote. All members agreed the result and requested KC write to both applicants accordingly.  |  |
|  | 5:iv | Publicity/PR: RO had submitted items for the Hyphen but to date, CHCC had not been informed the latest issue was ready. KC will contact PTC. SJ was not happy that everyone receives a copy. The Clerk confirmed copies were left in the bottom club, RFC, the Welfare Hall and the Plough. The cost to CHCC for producing the Hyphen is £58 whilst the cost to pay someone to distribute them was approximately £180. It was agreed this would be reviewed in 6 months. | RO |
|  | 5:v | Heol Y Cyw Allotments: KC confirmed that a lot of work had been carried out and was still ongoing and a report will be requested within 12 months from the date the grant was allocated. NO stated V2C were building on sites they own without discussion. AO will look into this with BCBC. | KCAO |
|  | 5:vi | Waste bins – children’s play area and Millennium site: KC had purchased and received the bins from Glasdon. However, fixing kits were needed to install them. KC has emailed Glasdon and will liaise with RO and PTC. | KCRO |
|  | 5:vii | Bus Service: A site meeting took place on 29th October. Those present – Keith Power, BCBC, KC, SJ, AO and JP – CHCC. A discussion took place re: the current situation. KP felt a yellow junction box on the road would be ineffective and felt it would be better to consider siting it at the entrance to the car park. It was agreed KC would contact Properties to ascertain the agreement in respect of the land alongside the properties either side of the car park, and with a view to siting a junction box. KP confirmed BCBC now have a dedicated ‘abandoned cars officer’ – Sue Hooper. AO confirmed he was not aware of this and would make contact regarding the abandoned jeep in the car park. | KCAO |
|  | 5:viii | Taff Ely Offshore Wind Farm Fund: No had met with Judith Cook and KC had sent all emails to Members. This matter to be discussed at the next MC meeting. |  |
|  | 5:ix | Flooding – Pant Hirwaun: SJ confirmed this matter had now been resolved and could be deleted. |  |
| 6 |  | Collaboration with PTC: ongoing. KC to request the slats on the broken bench at Pant Hirwaun be repaired by PTC. | KC |
| 7 |  | |Amendment to the Code of Conduct: the amendment had been sent to all Members in March 2016 however, tyhis had not been formally recorded in the minutes. Members thus agreed to accept and adopt the amendment to the code of conduct. |  |
| 8 |  | Millennium project: ongoing with PTC. AO requested consideration be given to purchasing daffodil bulbs to plant roadside at this area. A budget of £100 was agreed by all.  | AO |
| 9 |  | Firework display: KC reported feedback from attendees that this was a fantastic display and very well attended. She confirmed £180.54 had been collected on the evening for the Stroke Association and thanked Members for this opportunity. RO confirmed he had received the invoice and would pass it to KC and AO will arrange for a cheque from the RFC. | ROAO |
| 10 |  | Christmas: |   |
|  | 10:i | Christmas lights: KC confirmed the invoice from Festive Lighting has been received and paid for. RO confirmed the big switch on will take place on 30th November at 6:30pm at the Welfare Hall. The school are taking part as are Pencoed Silver Band and the Mayor of Bridgend County will be in attendance. | ROAO |
|  | 10:ii | Christmas Lights Competition: It was agreed this will go ahead again this year. AO to ask Chris Elsmore, MP, if he would consider judging it. The winner will receive £100 for their preferred charity. | AO |
|  | 10:iii | Christmas Tree: RO has arranged the tree. KC will pass a cheque to RO.  | ROKC |
|  | 10:iv | Carol Service: KC confirmed the programme is nearly ready and explained about Reverend W Jones and Mr Dunlop. RO agreed to do a reading. The Clerk will give Members a copy of the programme once it is completed. MN to ensure the boilers are ready for the tea/coffee etc. | MNROAOKC |
| 11 |  | Car Park - CAT: KC had met the CAT officer, Sue Whittaker, at the recent T and CC Clerk’s meeting and had been given a CAT ‘toolkit’. KC confirmed Carly had now left and Guy has replaced her. | KC |
| 12 |  | Play-scheme: the play-scheme had been very well attended. To date, no report or invoice had been received. Members gave the Clerk authority to pay the invoice on receipt. | KC |
| 13 |  | Heol Y Cyw Welfare Hall: 2 estimates had been received for the decoration of the welfare hall and this matter will be discussed at the next MC meeting. MN confirmed the caretaker will be carrying out ‘buffer training’ on 17th November. NO confirmed there was no heating on for the needlework class. RO will try and find a way to stop anyone interfering with the controls. | RO |
| 14 |  | Correspondence and planning: as per correspondence list. |  |
| 15 |  | To receive reports from: |  |
|  | 15.i | Representative on the School Governing Body: no meeting since last report. |  |
|  | 15.ii | Representative on the Board of Conservators: no meeting to report. |  |
|  | 15.iii | Representative on One Voice Wales: no meeting attended. |  |
|  | 15.iv | Representative on the Town and Community Council: next meeting 12/12.  | NO |
| 16 |  | Finance: Members had discussed the finance statements and budget sheets at the finance meeting held prior to this meeting. The Clerk read the letter from the auditor and explained the AR needed to be amended and restated to include the gratuity account, even though last year’s auditors, Mazars LLP, requested the gratuity be taken out of the AR. MN suggested KC contact the Wales Audit office to seek clarification on this matter. Members agreed all amendments and the AR was signed/restated by the Chair and the RFO.  | KC |
| 17 |  | Matters for the Clerk:  |  |
|  | 17:i | Register of interest forms: forms given to RO, AO, MN and NO for completion by next meeting please. Members hastened for their return asap. | ALL MEMBERS |
|  | 17:ii | T and CC Meeting: the Clerk confirmed attending the meeting and gave some feedback to Members. |  |
|  | 17:iii | Grass Overgrowth – Shelter, Bulls Row: KC to write to the Conservators to request the grass be cut asap. | KC |
|  | 17:iv | School Plaque: RO will speak to Mrs S John. |  |
|  | 17:v | Signposts, Penprysg Hill; it was reported the signposts at Penprysg were covered by overgrowth. AO will take this up with BCBC. | AO |
| 18 |  | 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: |  |
|  |  | Meeting closed at 2033. |  |
|  |  | Signed: |  |
|  |  | Dated: |  |