Coychurch Higher Community Council

Minutes of the meeting held on

14th October 2024

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| Present: |  |  |
| Chairman: | Cath Reape | CR |
| Vice Chairman: | John Holmes | JH |
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| Councillors: | Mary Goodman-Edwards | MGE |
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|  |  |  |
| Via remote link | Richard Williams | BC RW |
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| Clerk/RFO: | Antoinette Chislett | AC |
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 ACTION

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| Start Time: 18:31 |
|  |  | CR officially opened the meeting. |  |
| 1 |  | Apologies: Received and accepted from CHCC TB and VE along with BC’s A. Ulberini-Williams and M. Evans |  |
| 2 |  | Minutes:Minutes of the September meeting had been read. JH proposed they be accepted; seconded by MGE and agreed by all. |  |
| 3 |  | Police matters:2 x violence against person |  |
| 4 |  | Declarations of interest: * CR – Sports and Social Club
* MGE – RFC
* TB - Allotments
* All CHCC attendees - Welfare Hall
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| 5 |  | Matters arising: |  |
|  | 5:i | Publicity/PR/Newsletter: who confirmedAdvertisement for new Councillors to be emailed to members to confirm acceptance then distributed on social media. | AC |
|  | 5:ii | Landscape project: * Wildflower turf is yet to be laid as this is season critical.
* Official opening is now planned for the Spring 2025
* Arrange meeting with Jeff to discuss maintenance quote with Members and Clerk
 | CR |
|  | 5:iii | Development- Travellers: * It was noted that previous information received had stated that 24th September was a critical date in proceedings. Members to await update.
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|  | 5:iv | Signage: * BC RW to meet with CR on site to review signs after the end of October.
 | CR |
|  | 5:v | Litter: * Discuss request for large bin at Heol-y-Cyw Rugby Club with new BCBC litter contact “Mal”.
 | CR |
|  | 5:vi | Active Travel Plan: * BC RW informed members that he has written to Director of Education regarding unsafe walking route to Pencoed for pupils in the area. Members to await feedback.
 | RW |
|  | 5:vii | Independent Renumeration Panel for Wales Annual ReportIRP payments have been made. | AC |
|  | 5:viii | Miners FootpathThe footpath is complete and open Pencoed side. No further information. |  |
|  | 5:x | Remembrance Day: * Soldier to be displayed from 1st November
* Poppies to be installed on lampposts after Halloween
 | JHCR |
| 6 |  | Millennium site: * CCV to cut back bramble in Millennium site on 23rd February 2025
* Two further dates have been arranged with CCV – 29th June ’25 and 14th September ‘25
* It was stated that at least £600 should be budgeted for CCV next year due to increase in costs
 | CR |
| 7 |  | Cenin/Hybont: - Planning has been granted for DNS/3279521 - Ty'n y Waun Solar Farm |  |
| 8 |  | HeolyCyw Welfare Hall: Business as usual. Nothing to report |  |
| 9 |  | Christmas: * Christmas street lights quote received for £1,540.21. Members agreed to go ahead. Lights to be switched on at 4pm on 1st December
* Reverand Glenda has been confirmed
* Music confirmed
* Carpark to be kept clear on 30th November for Christmas tree delivery
* Tree lights to be tested and new purchased if necessary
* Welfare Hall to be booked from 4pm on 8th December.
 | JHCRJH / TB |
|  10 |  | Training and Code of Conduct Training: * AC to attend Pethau Bychain training on 15th October – amphibian and reptile conservation
 | AC |
| 11 |  | Clerk: * PAYE training now complete
 | AC |
| 12 |  | Correspondence and planning: see attached correspondence list:* Planning application consultation T/24/35/TPO – 3 The Paddock, Heol-y-Cyw has been reviewed by all members. No objections were raised.
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| 13 | 13:i | To receive reports from:Representative on school governing body – No update |  |
|  | 13:ii | Representative on the board of Conservators:Nothing to report |  |
|  | 13:iii | Representative on One Voice Wales Nothing to report |  |
|  | 13:iv | Representative on the town and community council:Nothing to report |  |
|  14 | 14:i | Finance:23/24 AUDIT * 23/24 accounts have been signed off by Audit Office with comments from the Auditor:

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|  | Auditor Comment | Exiting CHCC RFO response to members |
| 1 | Standing Orders were not produced | S.O.s were produced, email to auditor with SO as attachment |
| 2 | Finance document | Finance document produced, email to auditor with document as attachment |
| 3 | Minutes of Feb/March not on website | Yes they are |
| 4 | Previous Annual returns not on website | Yes they are |

* Given the issue presenting information to multiple auditors and time taken to get to this point it was suggested that we do not go back on the above points and proceed to close this item.
* All members agreed to close the Audit without response so as not to delay this issue further.
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|  | 14:ii | BudgetIn preparation for next months budget members reviewed the 23/24 budget with the following comments: * Confirmation required whether the landscape money will be match funded by BCBC or if we can use this for planned maintenance
* Seek quotes for PVC notice boards for the council and community notice board
* Potential future project ideas:
	+ Lean bench in bus shelter
	+ Remembrance bench
	+ Village map for notice board
	+ First aid training
	+ Remembrance stickers
 | AC/CRCR |
| 15 |  | Matters for the clerk It was noted that people from outside the community are driving to Heol-y-Cyw to use the tennis courts but are having difficulty locating them. Discuss issue with Tennis Association. | AC |
| 16 |  | 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: 20:34 |  |
|  |  | Signed:  |  |
|  |  | Dated:  |  |