Coychurch Higher Community Council

Minutes of the meeting held on

10th June 2024

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| Present: |  |  |
| Chairman: | Cath Reape | CR |
| Vice Chairman: | John Holmes | JH |
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| Councillors: | Tracy Boxall | TB |
|  | Mary Goodman-Edwards | MGE |
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| Clerk/RFO: | Antoinette Chislett | AC |
|  | Karyl Carter | KC |
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ACTION

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| Start Time: 18:32 | | | |
|  |  | CR officially opened the meeting. |  |
| 1 |  | Apologies: Received and accepted from Vicky Evans, BC’s M. Evans, A. Ulberini-Williams and R. Williams and AM L. Fletcher |  |
| 2 |  | Minutes:  Minutes of the May meetings had been read. JH proposed they be accepted; seconded by TB and agreed by all. |  |
| 3 |  | Police matters:  Crimes = 3 |  |
| 4 |  | Declarations of interest:   * CR – Sports and Social Club * VE and MGE – RFC * TB - Allotments * All CHCC attendees - Welfare Hall |  |
| 5 |  | Matters arising: |  |
|  | 5:i | Publicity/PR/Newsletter: who confirmed   * D-Day 80th Anniversary flag to be taken down on Thursday 14th June and stored * Councillor role advertising to be put on hold until after General Election | JH |
|  | 5:ii | Landscape project:   * Jess H reported to CR that the current phase of development is hoped to finish end of next week (Fri 21st June). Signage to follow in a couple of months. Development all on target * Heras fencing now secure after CR consultation with contractor |  |
|  | 5:iii | Development- Travellers:   * BC A. Ulberini-Williams provided update via email. Issue still ongoing * T.B. for information - Travellers currently residing at Pencoed RFC and in Coychurch. Noted that HYC RFC access gate closed |  |
|  | 5:iv | Signage:   * C.R. reported that condition of sign at Bulls Row discussed with BC R. Williams. He will see what he can do to renew. C.R. to follow up | CR |
|  | 5:v | Litter:   * CR discussed bin at HYC RFC with Brian – Keep Wales Tidy, will try to get bin upgraded to bigger size * T.B. noted that weeds covering village sign at Bulls Row and offered to clear weeds * A.C. noted that empty Fish Tank has been left in RFC top pavilion carpark. CR to look into it. | CR  TB  CR |
|  | 5:vi | Active Travel Plan:   * No further information since email sent on 27th Feb to MP and AM * CR stated that there is hope that Cenin may upgrade pedestrian route along old railway line along with their Solar Farm works. * Link to consultation regarding Travel Policy changes for Post 16 students to be posted to social media for community parents awareness | AC |
|  | 5:vii | Independent Renumeration Panel for Wales Annual Report   * BACs details received form C.R. and T.B., awaiting information from J.H. * Forms to be signed for all members not accepting allowance * Payment must be arranged in July as no meeting in August | JH  AC  AC |
|  | 5:viii | Miners Footpath  Initial repairs stopped due to weather. No further information. |  |
|  | 5:ix | Civility and Respect   * To be removed from next months agenda | AC |
|  | 5:x | Traffic Speed and Signage – Heol-y-Felin, Heol-y-Cyw  No response from email sent to resident regarding issue raised with BC Cllr AU-W regarding driving speed on Heol-y-Felin. |  |
| 6 |  | Millennium site:   * Bramble is a big concern – CR requested members volunteer to help * CR informed members that Cardiff Conservation Volunteers will be increasing their fee per visit to £200 and have suggested 2 visits per year – Millennium Garden and footpath no. 42 | CR |
| 7 |  | Cenin/Hybont: -  Land exchange in St Brides Minor for factory site in progress. Land at Heol Laethog will become common land. Plans are available at Pencoed Library. |  |
| 8 |  | HeolyCyw Welfare Hall:   * Currently no cleaner so cleaning work being carried out by JH and CR * Interview to be arranged for cleaner * T.B. has cleared bramble behind WH * M.G-E offered assistance if needed | CR |
| 9 |  | Christmas:   * T.B. showed members peel and re-use window stickers * J.H. to try out for size. If members happy order to be placed | TB |
| 10 |  | Training and Code of Conduct Training:   * No Code of Conduct training in pipeline with BCBC. AC to send Code of Conduct training powerpoint slides to M. G-E * AC to arrange Clerks training with SLCC – inducting new Councillors | AC |
| 11 |  | Clerk:   * Completion of finance training ongoing * Online accounting system to be set-up * A.C./C.R./K.C. to go through Standing Orders and Financial Toolkit together * Clerks probationary period coming to an end. Appraisal required | AC/KC  AC/CR/KC  CR |
| 12 |  | Correspondence and planning: see attached correspondence list:   * T.B. suggested date of correspondence to be added to correspondence list * Planning application for Land at Hendir Uchaf Farm, Rhiwceiliog:   + J.H. reviewed application for dwelling for agricultural worker. Tan 6 states business to support housing for agricultural worker. No agricultural business registered for location.   + Due to non-compliance with Tan 6 members agreed to object to planning. | AC  AC |
| 13 | 13:i | To receive reports from:  Representative on school governing body –   * T.B. reported that Pencoed Primary Head to remain with Welsh Government for another year but no longer. Acting Head to remain in place. * T.B. noted that CHCC has no representation with Governing Body at Pencoed Comprehensive. | TB |
|  | 13:ii | Representative on the board of Conservators:  C.R. stated that board of Conservators is likely to approach CHCC and other neighbouring councils for financial support. | CR |
|  | 13:iii | Representative on One Voice Wales  Nothing to report. No meeting. |  |
|  | 13:iv | Representative on the town and community council:  Nothing to report. No meeting. |  |
| 14 | 14:i | Finance  K.C. Audit update:   * 22/23 Audit:   + K.C. reported that D.Evans will complete imminently * 23/24 Audit:   + K.C. read Internal Auditor statement and recommendations. One recommendation is that Clerks working from home allowance is recorded as admin not salary. Internal Auditor has approved and signed off.   + K.C. demonstrated reconciliation of accounts and Internal Auditor checks.   + K.C. showed evidence to be presented to External Auditor   + K.C. read legal Annual Governance Statement to members – Members agreed with each statement   + C.R. signed AG Statement | KC |
|  | 14:ii | Defibrillator – KC to check with Welsh Government if we can get a new defibrillator for free | KC |
| 15 |  | Matters for the clerk   * Resident anonymously raised Japanese Knotweed issue with BC A. U-W. CR has visited site and agreed that it is Knotweed which has originated on the woods side – land ownership unclear. AC to respond to A.U-W and ask that is reported to BCBC * CR to review 20mph Listening Programme * A.C. email to PCSO Lauren regarding proposed speed review * Abandoned car in top car park. Picture to be posted to Facebook site to ask if it is owned by resident. * T.B. noted that the pathway has been cleared in graveyard. C.R. stated that the land owner has to approach council officially for us to consider getting involved. | CR / AC  CR  AC  VE |
| 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: 2040 |  |
|  |  | Signed: |  |
|  |  | Dated: |  |