Coychurch Higher Community Council

Minutes of the meeting held on

14th April 2025

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| Present: |  |  |
| Chairman: | Cath Reape | CR |
| Vice Chairman: | John Holmes | JH |
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| Councillors: | Tracy Boxall | TB |
| Councillors: | Mary Goodman-Edwards | MGE |
|  |  |  |
| Via zoom link | BC Richard Williams | RW |
|  |  |  |
| Member of Public | Mr Stephen Bird |  |
|  | Mr Dave Marchant |  |
|  |  |  |
| 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: Apologies from BC M. Evans |  |
| 2 |  | Minutes:  Minutes of the March meeting had been read.  JH proposed they be accepted; seconded by TB and agreed by all. |  |
| 3 |  | Police matters:  Information from PCSO:  1 x Theft & Handling  3 x Violence against person  No Anti-social behaviour |  |
| 4 |  | Declarations of interest:   * CR – Sports and Social Club * MGE – RFC * TB - Allotments * All CHCC attendees - Welfare Hall |  |
| 5 |  | Matters arising:  Members considered update from BC A. Williams regarding BCBC boundary review proposals and potential merger with Pencoed Town Council.  It was noted that Pencoed Town Council had responded to consultation to say that Councillors should be allocated on the basis of circa 700 electors per Councillor. With an electorate of 717, this would result in a reduction of the allocation from 2 to 1 for the new Heol-y-Cyw Ward. Two Members of the public supported this view.  CHCC member JH response to reduction of councillor from 2 to 1 was read by all members. Points noted:   * 1 member would not be appropriate should the single individual fall sick or take holidays, other members of PTC would need cover these periods and will have little or no understanding of the requirements. * The workload for a single councillor would be very time consuming trying to resolve issues and communicate with PTC on progress on issues which are of a rural nature. * One individual will have limited voice within PTC and issues and resolutions not put into place as the bulk of the councillors are PTC based. * A town  and a rural village are two very different population groups with different needs hence it is essential that the need of both areas is addressed appropriately and may possibly result in two different resolution to the same issue.   All members agreed with statement from JH  It was also stated by the Chair that CHCC members work hard to support the CH area and felt very disappointed that nobody from BCBC have taken time to discuss the proposed changes directly with members. | Clerk to share CHCC response with BC A. Williams |
|  | 5:i | Publicity/PR/Newsletter: who confirmed  No further information from the two people interested in the Councillor role.  VE Day Plans:   * All members agree to light soldier to symbolise Light of Peace at 9:30pm on 8th May. JH to switch light on * Flag not to be purchased as small size flag would be unlikely to be seen from roadside * No further actions to be taken | JH |
|  | 5:ii | Landscape project:  CR reported that grass cutting has began  Items outstanding:   * Split in horizontal plank on fence * Oil noted in area * Area signage * Official open day   CR to follow up with G. Whittington regarding fence and oil  AC to follow up with J. Hartley regarding signage and open day | CR  AC |
|  | 5:iii | Development- Travellers:  Members considered update from BC A. Williams regarding Traveller Site planning application P/23/652/FUL:  CHCC member JH response was read by all members. Points noted:   * Discussions on these developments has been going on for some considerable time and both the north and south sites have issues with the compliance to the planning permission which as yet has not been addressed by the developer / owner. * Most of the compliance dates have been overrun - urgent positive action from the developer /owner to comply with the planning requirements is required * Should the developer / owner decide not to comply with the planning documents the site should be cleared and returned to its original state by the developer /owner before vacating the site.   All members agreed with statement from JH. Statement to be sent to BC A. Williams as response from CHCC. | Clerk to share CHCC response with BC A. Williams |
|  | 5:iv | Signage:  Original planning application in discussion with planning office - “Non-illuminated Welcome to Heol Y Cyw signs” – ref A/22/1/ADV  Items outstanding   * Provide a location plan indicating the precise position of each sign. * Confirm by email how many signs are proposed. * Confirm by email whether Highways have been consulted prior to submission of this application. * Confirm by email this application has been submitted on behalf of Coychurch Higher Community Council. * CR to send AC ‘What 3 Words’ location point for sign * AC to complete outstanding items with planning department   New ‘No Dogs Allowed’ sign in place in play area. Members thanked BC R. Williams for his quick action to resolve this issue. | CR  AC |
|  | 5:v | Active Travel Plan:  Survey from Transport for Wales – What are your views on the Active Travel Act Guidance? Close date 17th April.   * Members to collate views in relation to survey questions | All members |
|  | 5:vi | Traffic Speed:   * No update from PCSO |  |
| 6 |  | Millennium site and footpaths:  Repairs to footbridge are complete. Chair offered thanks to BCBC and particularly A. Mason for work undertaken  All members encouraged by Chair to participate in bramble management at Millennium site | All members |
| 7 |  | Cenin/Hybont: -  Response from CHCC to the Mynydd y Gaer Wind project pre-consultation submitted  Cenin Renewables Limited application to Welsh Ministers for consent under section 38 of the Commons Act 2006 to carry out restricted works on Mynydd Y Gaer Common for the purpose of excavation of 29 trial trenches at locations agreed with Glamorgan and Gwent Archaeological Trust (GGAT).   * CR and AC reviewed Trenching plans in detail at Pencoed Library. * Proposal is for temporary trenches for investigative purposes only, as agreed with Glamorgan and Gwent Archaeological Trust * All trenches to be made good when work complete * Work is planned to be completed within 3 weeks of start of work. * No correspondence from members of the public on this issue and the fact that, we can see no reason to object.   No objection issued by CHCC based on the fact that these are temporary trenches only.  Next phase for Wind Project is stage 2 - BCBC to prepare Local Impact Report. Members discussed next phase requirements.   * CR to investigate requirements of LIP and how CHCC may be involved * JH to investigate impact of Wind Project on local residents, e.g. house price impact * All members encouraged to re-review project paperwork in preparation for any questions from residents | CR  JH  All members |
| 8 |  | HeolyCyw Welfare Hall:   * JH noted that there will be 10 days toward end of Easter period when WH not in use. This would be a good opportunity to complete maintenance jobs, i.e. painting skirting boards * Water on stage to be investigated – is it a leek or condensation * Application for funding from Rockwool to be reviewed during WH meeting. TB to draft letter to include toilet repairs, water heater, ceiling tiles | All members  CR / JH  TB |
| 9 |  | Christmas:  No actions |  |
| 10 |  | Training and Code of Conduct Training:  CR and AC completed OVW Biodiversity Section 6 Report webinar training. Report to be completed by end of year  JH – no need for OVW Asbestos training as all WH asbestos requirements have already been identified during survey | CR / AC  JH |
| 11 |  | Correspondence and planning: |  |
|  | 11:i | Correspondence (see attached correspondence list) :   * Item 2 – Clerk encouraged all members to be familiar with full report – Welsh Parliament: Role, Governance and Accountability of Community and Town Council Sector * Item 15 – AC to re-send BCBC survey to JH * Item 25 – no response from residents. Establish who the boundary proposals will affect at Ogmore Valley / HYW Ward boundary change * Item 33 – Sustainable drainage grant – surface water is issue of the common. | All members  AC  AC |
|  | 11:ii | Planning  No new planning |  |
| 12 | 12:i | To receive reports from:  Representative on school governing body –  No meeting since last CHCC meeting |  |
|  | 12:ii | Representative on the board of Conservators:  AC to issue message to Mr. Chilcot to state that Board of Conservators have been to look at common area near his property and are investigating sources for boulders | AC |
|  | 12:iii | Representative on One Voice Wales   * No update |  |
|  | 12:iv | Representative on the town and community council:   * T&CC Forum meeting postponed * Chair and Clerks meeting in Sarn attended by CR, JH and AC. Meeting called for sharing of information, such as:   + what each council is responsible for i.e. allotments, parks etc   + a list of successful grant funding would be collated.   + a list of contractors who carry out the work councils do would be a future collated document.   Response to requested information to be prepared | CR / AC |
| 13 | 13:i | Finance:   * Audit Wales documentation received – full audit to take place for CHCC * Invoice for Christmas lights 2024 with VAT = £1835.36 PAID * Invoice from CCV for £200 – PAID * Conservators of Coity Wallia donation £500 - PAID * Invoice for Christmas lighting 2023 = £1781.03 has not been paid   + Members agreed to make payment | AC |
| 15 |  | Matters for the clerk  Chair proposed and JH agreed to increase Clerk weekly hours from 8hr to 10hr. Previously, Clerk hours were 8 and KC hours were 2. Since KC finished work, 2 hours to be transferred to Clerks total weekly hours. All members agreed to increase in hours | All members |
| 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: 20:27 |  |
|  |  | Signed: |  |
|  |  | Dated: |  |