at

Coychurch Higher Community Council

Minutes of the meeting held on

12th May 2025

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| Present: | | |
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| Chairperson | Catherine Reape | CR |
| Vice-Chair | Tracy Boxall | TB |
|  |  |  |
| Members | John Holmes | JH |
|  | Mary Goodman-Edwards | MGE |
|  | Dave Marchant | DM |
|  |  |  |
| Borough Councillor | Richard Williams | RW |
|  |  |  |
| Clerk/RFO | Antoinette Chislett | AC |
|  |  |  |
| Member of the Public | Mr Stephen Bird |  |
|  | Mrs Karyl Carter |  |

ACTION

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| Start Time: 19:00 | | | |
|  |  | CR officially opened the meeting. |  |
| 1 |  | Apologies: Apologies received from BC M. Evans and A. Williams |  |
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| Co-option of new Community Councillor Mr Dave Marchant: | | |  |
|  |  | * Co-option proposed by CR and agreed by all members. * DM signed CHCC Code of Conduct Declaration of Acceptance Form * New Councillor letter read by AC to DM |  |
| 2 |  | Minutes:  Minutes of the April meeting had been read.  JH proposed they be accepted; seconded by TB and agreed by CR and MGE. |  |
| 3 |  | Police matters:  Information from PCSO for April:   * 2 x Theft & Handling * 2 x Violence against person (1 Stalking/Harassment, 1 Threats) * 1 x Drugs (Possession of Cannabis) * 0 x Anti-social behaviour   Confirmation received from PCSO Morgan that these figures relate to Heol-y-Cyw. |  |
| 4 |  | Declarations of interest:   * CR – Sports and Social Club * MGE – RFC * TB - Allotments * All CHCC attendees - Welfare Hall |  |
|  | 5:i | Publicity/PR/Newsletter: who confirmed   * JH thanked for lighting of soldier to commemorate VE Day 80 * TB and JH thanked for putting up poppies on Welfare Hall railings * It was noted that poppies are now stored in a cupboard on the WH stage. * CR to bring any other poppies to WH. * Complete count of all poppies required | CR |
|  | 5:ii | Landscape project:   * Erosion of path has been reported to J. Hartley and G. Whittington. * G. Whittington has stated that current material used for path is correct but drainage needs to be addressed and J. Hartly is discussing matter with BCBC * Members urged by Chair to try to get photos or video when drains are flooding. Chair suggested using “Timestamp Camera” app to document time of recording * J. Hartley confirmed via email that signage is in progress and stated that CHCC would be welcome to organise the official open day themselves * G. Whittington confirmed via email that Emroch will invoice once per month from May to end of October following their maintenance visits. * AC to email J. Hartley and G. Whittington regarding status of Wildflower turf installation, status of sculpture installation and oil identified on water | All Members  AC |
|  | 5:iii | Development- Travellers:   * Members considered email update on 8th May 2025 from BC A. Williams regarding Traveller Site planning application P/23/652/FUL. BC A. Williams reported via email that he is in contact with residents near the site and that they are not happy about the situation. * BC R. Williams gave members a summary of the recent planning meeting where approval was considered. |  |
|  | 5:iv | Signage:   * Members discussed a change of strategy regarding damaged Heol-y-Cyw sign at Bulls Row. CR proposed that damage should be reported to BCBC Highways as sign is not fit for purpose. Proposal seconded by JR. * AC to request replacement sign as damage is beyond repair | AC |
|  | 5:v | Active Travel Plan:   * No update |  |
|  | 5:vi | Traffic Speed:   * PCSO Morgan has advised that he is on light duties and unable to carry out speed checks at the moment but it is still on his list to do. * In response to the Community Speed Watch all members agreed that it was not considered appropriate given the small community. |  |
| 6 |  | Millennium site and footpaths:   * Chair thanked new Member DM for clearing fallen tree and overhang |  |
| 7 |  | Cenin:   * Members considered email update on 8th May 2025 from BC A. Williams regarding Mynydd y Gaer Wind Project. BC A. Williams advised that Cenin’s full planning application to Welsh Government should take approximately 5 weeks to validate. Once validated Welsh Government will consider the Local Impact Report. * AC to email BCBC Chief Planning Officer and request CHCC has a copy of the Local Impact Report. | AC |
| 8 |  | HeolyCyw Welfare Hall:   * JH reported that utility metres have been changed to smart meters * Mrs Karyl Carter reported that she has spoken to the Charity Commission on behalf of the WH. The Charity Commission noted that they should take legal advice. All members agreed that KC should proceed with this advice | KC + All members |
| 9 |  | Christmas:  AC reported that hymn books have been put in numerical order, boxed and the number missing has been noted ready for the next carol concert. |  |
| 10 |  | Training and Code of Conduct Training:  AC to book ILCA training – all members agreed  Code of Conduct training to be arranged for DM by AC | AC |
| 11 |  | Correspondence and planning: |  |
|  | 11:i | Correspondence (see attached correspondence list) :   * Item 10 – Spanglefish Website renewal on 15th May, cost £138.   + Members discussed website limitations and need to potentially use a new provider.   + Given short timescale all members agreed to pay Spanglefish annual renewal and research website options.   + Website to be added to next months agenda   + Access codes to be given to DM for website review * Item 12 – BCBC precept allocation confirmation.   + AC noted that precept has been received | AC |
|  | 11:ii | Planning  No new planning |  |
| 12 | 12:i | To receive reports from:  Representative on school governing body –   * TB attended recent meeting at Pencoed Primary. * Extension is in progress * New building to cater for students with additional needs * Head will return from Welsh Government role. Acting Head to move to original role as Deputy Head * Members discussed the housing development proposals in Pencoed and how this could potentially impact school space for children of Coychurch Higher   + AC to email BC A. Williams for advice on how CHCC could be represented on the consultation for the new housing development | AC |
|  | 12:ii | Representative on the board of Conservators:  DM suggested that given the increase in activity as a result of the Wind Project two CHCC members should be representatives on the Board of Conservators.  CR proposed MGE as second representative, all members agreed. |  |
|  | 12:iii | Representative on One Voice Wales   * No update |  |
|  | 12:iv | Representative on the town and community council:   * T&CC Forum meeting postponed until the summer, following the TCC arrangement final proposals. * Chair and Clerks meeting will be on 28th May – TB and AC to attend | TB / AC |
| 13 | 13:i | Finance:   * AC reported that 2024 – 2025 Audit preparation near completion. Explanation of variances to be complete Thursday 15th May before sending to the internal auditor. Notice to public of availability of records for inspection to be made on 16th June. |  |
| 15 |  | Matters for the clerk  None |  |
| 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:   * JH noted that his availability will be reduced over the next 3 months due to personal obligations. |  |
|  |  | Meeting closed: 20:37 |  |
|  |  | Signed: |  |
|  |  | Dated: |  |