



COYCHURCH LOWER COMMUNITY COUNCIL

Chair: Councillor E. Caparros

Clerk: Ms M. Thomas

MINUTES OF THE FIFTY THIRD ANNUAL MEETING OF THE COYCHURCH LOWER COMMUNITY COUNCIL ON 14th May 2026

Held at 7.00pm in the Williams Memorial Hall, Main Road, Coychurch

2885. The meeting was opened by the Vice-Chair at 7pm
2886. PRESENT: Councillor Randall (Vice-chairman), Councillors Snoddy and Sutton, attended in person and Councillor Caparros joined the meeting remotely.
The clerk, Ms Thomas.
There were no members of the public present.
2887. APOLOGIES were received from Councillor Brace (away)
2888. TO APPOINT THE CHAIRMAN FOR 2026-27.
It was proposed, seconded and agreed unanimously that Councillor Caparros would continue as Chairman and he would sign the Acceptance of Office Form at a later date.
2889. TO APPOINT THE VICE-CHAIRMAN FOR 2026-27
It was proposed, seconded and agreed unanimously that Councillor Randall continue as Vice Chair and he signed the Acceptance of Office Form.
2890. TO APPROVE THE MINUTES FROM THE COUNCIL MEETING ON 14th APRIL 2026
These were presented to council, reviewed, approved and signed by the Chairman
2891. TO ADOPT THE CODE OF PRACTICE FOR 2026-27
The Code of Practice was adopted by council and signed by the vice chair.
2892. TO ADOPT THE FINANCIAL REGULATIONS FOR 2026-27
The existing Financial Regulations were adopted by the council and signed by the vice chair.
2893. TO ADOPT THE MODEL STANDING ORDERS FOR 2026-27
Council agreed unanimously to adopt these and they were signed by the vice chair.
2894. TO CONFIRM THE INSURANCE ARRANGEMENTS FOR 2026-27
The Council agreed to the insurance quotation from Zurich and the clerk was instructed to arrange payment.
2895. TO APPOINT REPRESENTATIVES
Councillor Randall agreed to continue to act as representative of the council on the Primary School's governing body.
No appointment was made to the Bridgend County Borough Council's Town and Community Council Forum. Available Councillors will attend as dates are announced.



COYCHURCH LOWER COMMUNITY COUNCIL

Chair: Councillor E. Caparros

Clerk: Ms M. Thomas

Councillor Brace was appointed to continue as the council's representative to One Voice Wales

2896. TO APPROVE MEMBERSHIPS FOR 2026-27

Council agreed to continue membership of:

1. One Voice Wales (Council)
2. Society of Local Council Clerks (Clerk)

2897. TO REVIEW THE INVENTORY OF ASSETS

The council reviewed and agreed the asset register.

2898. TO REVIEW AND AGREE THE BUDGET FOR 2026-27

The budget was reviewed and agreed unanimously.

2899. TO ADOPT THE SCHEME OF DELEGATION

The Council resolved to adopt the Scheme of Delegation to allow the Clerk to arrange payments of invoices in line with quotations included in the budget and to make payments in emergency situations. The Scheme of Delegation was signed by the vice chair.

2900. COUNCILLOR RESPONSIBILITIES

It was agreed that members of the council would act as contacts for the following:

Councillor Randall - Community Field

Councillor Sutton – Playpark

Councillor Brace – Rights of Way / Public Footpaths

2901. TO AGREE THE SCHEDULE OF MEETINGS FOR 2024-25

The meeting scheduled may be subject to change but it is proposed that the meetings will be in the meeting room at the Williams Memorial Hall, at 7pm on the following dates:

June 9th, July 14th, September 8th, October 13th, November 10th, December 8th,
January 12th 2026, February 9th, March 9th, April 13th.

The next annual meeting will be on May 11th at 7pm followed by an Ordinary Meeting at 7.30pm

2902. Meeting closed at 7.15pm

Signed by the Chair: _____ On: _____

Minute No: _____