



COYCHURCH LOWER COMMUNITY COUNCIL

Chair: Councillor E. Caparros Clerk: Ms M. Thomas

MINUTES OF THE COUNCIL MEETING HELD ON 14th MAY 2026
Held at 7.30pm in the Williams Memorial Hall, Main Road, Coychurch

2903. The Meeting was opened by the chair at 7.15pm.

2904. PRESENT:

Councillor M Randall (vice-chairman), and Councillors R Snoddy and K Sutton attended in person and Councillor E Caparros attended remotely.

The clerk, Ms Thomas.

There were no members of the public present.

2905. APOLOGIES received from Councillor J Brace

2906. TO RECEIVE DECLARATIONS OF INTEREST.

Councillor Caparros reminded members of his membership of Bridgend County Borough Council's cabinet

2907. TO RECEIVE THE CLERK'S REPORT.

- A meeting took place on Tuesday 12th May to discuss the surface in the play park around the music panel with the contractor recommended at the previous meeting.
- The Biodiversity Report has been posted on the website.
- Further information has been included in the revised Business Case for the community field asset transfer.
- The Purchase Order has been sent to TGOGC for the calisthenics equipment for the community field and the deposit paid as per agreement from the Chair and 2 councillors.
- Reserves amended as per the last meeting.
- Polling booths and signs received for the election day and all items collected on Tuesday 12th May. The polling booth and signs located under the stage was also collected.

2908. PLANNING APPLICATIONS.

No planning applications received.

2909. TO RECEIVE AN UPDATE ON THE INSTALLATION OF THE OUTDOOR GYM EQUIPMENT.

The work programme, risk assessment and method statement have been forwarded to the BCBC Corporate Landlord so the Lease to Occupy and Do Works can be issued.

2910. TO RATIFY PAYMENT OF THE DEPOSIT FOR THE OUTDOOR GYM EQUIPMENT.

Council agreed unanimously to ratify the payment of a 25% deposit of £10,342.28 to the contractor for the gym equipment. Payment was made following consultation with members.



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2911. TO RECEIVE AN UPDATE ON, AND AGREE ACTIONS, FOLLOWING AN ACCIDENT IN THE PLAY PARK.

The accident was reported by a parent on Friday afternoon, 1st May 2026. He advised that one of the chains holding the swing that the child was using had broken. The swing was unusable and hanging by one chain. Councillor Sutton attended the site and determined that the mounting bolt at the top of the chain has sheared off. He disconnected the swing from the cross beam and removed it from the play park.

As a precaution Councillor Sutton also checked all of the other swing chains/mounts, tightening any that were loose.

The clerk attended the parent's home and completed the accident report with him and notified the supplier of the equipment of the issue with the bolt.

It was agreed by council that safety chains should be fitted to all of the swings similar to those fitted to the basket swing and that all of the bolts should be replaced as a precaution. The clerk was instructed to obtain a quote from the supplier.

2912. TO RECEIVE AND UPDATE ON THE ANNUAL AUDIT.

The internal audit is now scheduled for 27th May.

2913. TO REVIEW AND AGREE ACTION REGARDING THE CONFIDENTIAL PAPERWORK STORED UNDER THE STAGE.

The paperwork which is between 20 and 40 years old, mainly consisting of copies of BCBC Planning Applications and financial information, has grown mouldy and in most cases illegible due to the excessive damp under the stage. Many of the pages fell apart when picked up. It was agreed that these papers should be disposed of as confidential waste at a cost of approximately £105.

FINANCE

2914. TO CONSIDER AN APPLICATION FOR A COMMUNITY COUNCIL SMALL GRANT.

An application from the "Friends of Coychurch Primary School" group has been received asking for support to start a Mother and Toddler group. On considering the application the council agreed to fund the venue hire for 3 months and suggested that the group apply to the Morgan Thomas Trust for the funds to purchase play items, etc. The council will pay the hire fee directly to the Williams Memorial Hall on their behalf.

2915. TO REVIEW AND AGREE THE SCHEDULE OF RECEIPTS AND PAYMENTS FOR APRIL 2025.

The Schedule of Receipts and Payments for April 2026 was presented. Totals were as follows:

Payments	£498 (Clerk's salary, employer NI, Play park waste removal, bank charge)
Receipts	£49,570.68 (includes annual precept and bank interest)

2916. TO RECEIVE MATTERS BROUGHT FORWARD BY THE PUBLIC.

None.



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2917. TO RECEIVE MATTERS BROUGHT FORWARD BY MEMBERS OF THE COUNCIL.

Councillor Sutton advised that there had been a large party in the play park recently and the litter bins had been overflowing. He suggested that a post be put on the local social media welcoming the party but advising that the litter bins are not intended for the amount or type of rubbish that was put in them. People should take home party waste as the bins can not handle the quantity.

Councillor Snoddy noted his concern that although people asked about joining the council no one had put in a formal request. Council is 2 people short and more people are needed. He asked that the council run an advertising campaign to encourage people to join.

2918. DATE OF THE NEXT MEETING.

The next meeting is scheduled for 9th June 2026 at 7pm in the Williams Memorial Hall.

2919. Meeting closed at 7.50pm.

Signed by the Chair: _____

On: _____

Minute Number: _____