



COYCHURCH LOWER COMMUNITY COUNCIL

Chair: Councillor E. Caparros

Clerk: Ms M. Thomas

MINUTES OF THE COUNCIL MEETING HELD ON 15th APRIL 2025

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

2673. The meeting was opened by the Chair at 7.00pm.

2674. PRESENT: Councillor Caparros (chairman), Councillors Brace, Dickinson, Snoddy, Sutton, Randall and the clerk, Ms Thomas.

There were 5 members of the public present.

2675. APOLOGIES - None

2676. TO RECEIVE DECLARATIONS OF INTEREST

Cllr Caparros reminded members of his interest in Bridgend County Borough Council's Electoral Boundaries Review

2677. REVIEW AND AGREE THE MINUTES OF THE COUNCIL MEETING ON 11th MARCH 2025

The minutes, having been circulated previously, were agreed unanimously and signed as a true and accurate record of the meeting.

2678. CLERK'S REPORT

- The contractor, Groundwork Services, has been instructed to repair the wall east of the Main Road playpark entrance.
- ADM Nurseries will commence the 2025 season with weeding the beds and trimming the lavender this month.
- The **Playpark** inspection report has been received from the contractor and circulated to councillors.
- It has been confirmed by BCBC Parks department that noticeboards for essential information can be installed in the playpark without planning permission.
- The Council's **Website** host has been contacted about complying with WAG 2.2.
- **Community Field** - When the pavilion is removed the groundworks will be left in place and covered with a stone/cement hardcore which acts as the foundation for tarmac when the site works are completed for the new pavilion. There will be a temporary housing for the electric supply wires though the power will be disconnected.
- The Heads of Terms for the Community Asset Transfer are being prepared.
- **Communications** – an email has been received about the letter from Savills sent to all residents. The resident expressed concerns about water cooling and the power needed on the site. Council agreed that this would be looked into in preparation for consideration of the planning application in due course.

2679. MATTERS BROUGHT FORWARD BY MEMBERS OF THE PUBLIC

Residents asked for an update on the electoral boundaries consultation. They were advised that the report on the feedback from the consultation will be presented to BCBC in June or July and that the County Council will be voting on the recommendations at that



COYCHURCH LOWER COMMUNITY COUNCIL

Chair: Councillor E. Caparros

Clerk: Ms M. Thomas

time. Councillor Brace thanked the resident who organised the petition for her efforts on behalf of the community.

2680. PLANNING APPLICATIONS – Circulated to members previously:

Planning Application No.: P/25/101/FUL

Applicant: STARK Building Materials UK Ltd

Location: Jewson Kingsway Bridgend Industrial Estate CF31 3RY

Proposal: Refurbishment of existing builders merchant (sui generis use class) including external works to the existing warehouse, erection of 1no. outbuilding for the storage of dry goods and associated works

COUNCIL DECISION - No objections

Planning Application No.: A/25/4/ADV

Applicant: STARK Building Materials UK Limited Location: Jewson Ltd, Kingsway, Bridgend Industrial Estate, Bridgend, CF31 3RY

Proposal: Proposed new advertisement signage

COUNCIL DECISION – No objection

2681. FOOTPATHS / RIGHTS OF WAY

Councillor Brace advised that many of the Coychurch Circular Walk way markers have been removed, including some of the posts. Councillors Brace and Sutton will create a list of the missing items and locations and the clerk will approach the Cardiff Volunteers about their availability for maintenance work.

2682. TO DISCUSS AND DECIDE ON ACTIONS FOLLOWING THE CONTRACTOR'S PLAY PARK INSPECTION REPORT

Following discussion it was agreed that the following works would be undertaken, using funds from the Play Park Maintenance reserve fund where applicable:

- Replace the powder coated fixture on the Peaches Tower with stainless steel
- Replace the cross beam on the Single Trapeze swing (under warranty)
- Replace the cross beam on the basket swing frame (under warranty)

The Clerk was instructed to advise the contractor of the works agreed.

It was also noted that some of the steps on the trim trail are splitting. These will be monitored going forward.

FINANCE

2683. REVIEW OF THE EXTERNAL AUDITOR'S REPORT FOR 2023-2024.

The audit report is unqualified (no issues of financial control identified) with one advice note for the clerk to action going forward. Council accepted the report.

2684. TO REVIEW AND AGREE THE SCHEDULE OF RECEIPTS AND PAYMENTS FOR MARCH 2025

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

Payments	£762.84
Receipts	£44.60 (bank interest)



COYCHURCH LOWER COMMUNITY COUNCIL

Chair: Councillor E. Caparros

Clerk: Ms M. Thomas

2685. TO REVIEW THE FINAL ACCOUNT FOR 2024-2025

The cashbook, account reconciliation and bank statements were reviewed and account totals compared with the end of March 2025 current and savings accounts' balances. Council agreed the account for submission to the internal auditor.

2686. TO REVIEW THE EARMARKED RESERVES

Council reviewed the current balances in the earmarked reserves and decided to make the following changes / additions:

- As the summer school has not occurred in the last three years it was decided to transfer the "Summer School" reserve (£2,250) into the Play Park Maintenance reserve resulting in a total of £7,250.
- Add £15,000 to the Coychurch Community Field Development fund resulting in a total of £35,000.
- The reserves for Elections (£500) and Defibrillator Replacement (£600) were unchanged.
- As a result, the General Reserve is £14,860 which is in line with recommended practice for business continuity.

2687. TO RECEIVE MATTERS BROUGHT FORWARD BY MEMBERS OF THE COUNCIL

None

2688. DATE OF THE NEXT MEETING

The Annual Meeting is scheduled for 13th May 2025 at 7pm in the Williams Memorial Hall, followed by the next ordinary meeting at 7.30pm.

2689. Meeting closed at 8.05pm

Signed by the Chair: _____

On: _____

Minute No: _____