



Minutes of the Meeting of the Council
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6:30pm on Thursday, 19th September 2024

Present: Cllr Dan Owen-Jones (Chair)
Cllr Glenn Evans (Vice Chair)
Cllr Austin Davies
Cllr Mary Davies
Cllr Greg Powell
Cllr Amanda Richards
Cllr Karen Webb (late arrival)

Officers: Ms Jo van Tonder (Clerk & RFO)

1. Apologies for absence

Apologies for absence had been received from Cllrs Linda Michel, Ceirion Skym, Debbie James and Danny Grehan.

2. Declarations of Interest

Declarations of interest were made in relation to agenda item 7(a)(iii): Small Grant Fund awards as and when applicable, and are recorded against the particular grant application to which they refer.

3. Public Questions

There were no members of the public present or online.

4. Minutes of the Annual Meeting: 16th May 2024

It was proposed, seconded and

Resolved: To agree the minutes of the Annual Meeting held on 16th May 2024 as a true and accurate record.

6:36pm – Cllr K Webb joined the meeting

5. Minutes of the ordinary meeting: 16th May 2024

It was proposed, seconded and

Resolved: To agree the minutes of the Meeting held on 16th May 2024 as a true and accurate record.

6. Minutes of the Extra Ordinary Full Council meeting: 25th July 2024

It was proposed, seconded and

Resolved: To agree the minutes of the Meeting held on 25th July 2024 as a true and accurate record.

7. Finance, Governance and Administration

a) Recommendations of the Finance Committee

i) Financial Statements for the year ending 31st March 2024

The Clerk presented the final accounts for the year ending 31st March 2024 and explained some of the budget variances such as the overspend on health & safety and security. Members were informed the additional expenses incurred were to purchase PPE and upgrade the alarm system, respectively.

The Clerk explained the £19k overspend on repairs and maintenance was due to the urgent works identified in a building survey that were carried out on the staff base.

In answer to a member's question, the Clerk confirmed that the £5k Windfarm grant for 2023/24 had not been received. Cllr K Webb advised that the funds were being held for the Council who needed only to provide bank details.

Members discussed funding believed to be due from the A4119 works. Cllr D Owen-Jones advised that the offer was for materials only but suggested he would continue seeking further clarification.

It was proposed, seconded and

Resolved: To accept the Finance Committee's recommendation to approve the Financial Statements for the year ending 31st March 2024, as presented.

ii) Adjustments to Earmarked Reserves for the financial year ending 31st March 2024

The Clerk presented a breakdown of the Reserves as at financial year end 2023/24.

It was noted the Earmarked Reserves (EMR) for CIL had increased by £21.4k in the year, while the EMR set aside for cemetery expansion had been reduced by £38.1k as a result of the payment made in respect of a land purchase.

Members noted the level of General Reserves available for 2024/25 once the 2023/24 fiscal deficit had been accounted for amounted to £73,7k.

The Clerk reminded members that the Council's level of general reserves was extremely low (23% of general expenditure).

It was proposed, seconded and

Resolved: To accept the Finance Committee's recommendation that no adjustments be made to Earmarked Reserves for the financial year ending 31st March 2024.

iii) Small Grants Fund awards

The Clerk advised that an error had been made on the schedule of grants for recommending to Full Council, with Taff Ely Ladies Choir having been omitted.

Organisation	Declarations of interest	Recommended grant
Wannabe Warriors Walking Football		£483.00
Tonyrefail Mini & Junior Rugby Club		£500.00
Refail Runners		£480.00
The Gentlemen Songsters	GP	£480.00
Taff Ely Ladies Choir	AD & MD	£500.00
Tonyrefail & District U3A		£500.00

Coedely Sweeney Football Club		£400.00
Friends of Tyn-y-Bryn Park	DG; DOJ; AD	£450.00
Tylchawen Allotment Association		£500.00
Friends of St Johns	DOJ	£500.00
Tonyrefail & Gilfach Goch Community De-fibrillators	DOJ	£500.00
Total		£5,293.00
Total funds available (£10,000 /2)		£5,000.00
Surplus carried forward to Round 2		-£293.00

It was proposed, seconded and

Resolved: To accept the Finance Committee's recommendation and award grants in the amount of £5,293 as per the amended schedule.

b) Annual Return: Accounting Statements 2023/24

The Clerk presented the Accounting Statements 2023/24.

It was noted the figure for *Total fixed assets* for 2022/23 was restated. The Clerk explained the reason for this was that there had been historical inaccuracies in the Fixed Asset Register that were corrected, leading to a restatement of the balance.

It was proposed, seconded and

Resolved: To approve the Annual Return: Accounting Statements 2023/24, as presented.

c) Internal Audit report 2023/24

Members noted the comments and recommendations contained within the report and noted the Finance Committee had reviewed the Internal Auditor's recommendations.

d) Annual Return: Annual Governance Statement 2023/24

Members considered the nine points contained within the Annual Governance Statement and resolved to respond in the affirmative for points 1 to 8 and n/a for point 9.

The RFO and Chair signed and dated the document.

e) Quarterly Financial Accounts April – YTD 2024

The Clerk presented the Income & Expenditure against Budget Statement for the period April to June 2024 and July to August 2024.

Members noted that income received was in line with anticipated income for the same period, apart from interest which was significantly lower due to a fall in the interest rate.

f) Payments made since the last meeting – July & August 2024

The Clerk advised no report was available at the time of the meeting.

g) Accounts for payment – September 2024

Central Bar & Catering Supplies – cleaning	EFT	£75.72
Cleanmate – cleaning	EFT	£267.93
Gareth Evans Monumental Masons – bricking up grave	EFT	£525.00
Griffiths Security	EFT	£90.00
KLG Services – Internal audit fees	EFT	£600.00
Memsafe – cleaning of war memorial	EFT	£990.00
One Voice Wales – training	EFT	£160.00

Rycon Power tools – hire of heavy equipment	EFT	£5,793.60
Grant Buffey – reimburse for fuel	EFT	£65.70
Jo van Tonder – reimburse for expenses: • RCTCBC trade recycling bags (£178.10) • Tyre Trax – van MOT & tyres (£148.00) • High Speed Training (£30.00)	EFT	£362.10
		£ 8,930.05

8. Members' Motions

a) Designation and maintenance of priority public access routes – Cllr G Evans

Cllr G Evans presented the following motion:

“Since its inception in 1985, the [Council] has taken a positive role in facilitating and encouraging community access to public rights of way serving the countryside of the Ely Valley. In recent years, budgetary and other resource constraints affecting local government have curtailed the essential maintenance of rights of way, diminishing access and creating sometimes hazardous conditions for route users.

In order to remedy this situation, it is hereby proposed that the [Council] enters into urgent discussions with representatives of [RCTCBC], to investigate ways and means for the annual designation and proper maintenance of six (6) priority public access routes within the Tonyrefail Community Council area.”

Members went on to discuss possible funding streams to cover the cost of maintaining certain paths as well as the most appropriate vehicle to manage both the funding and the co-ordination of works. It was suggested the Tonyrefail Environment Group might fit the bill.

It was agreed a meeting with Jason Bragg, Countryside & Rights of Way Officer, RCTCBC should be arranged in the first instance, to discuss what might be on offer.

It was proposed, seconded and

Resolved: To 1) agree to the proposal in principle, and
 2) delegate the matter to the Open Spaces, Allotments and Rights of Way Committee.

7:30pm – Cllr G Powell left the meeting

b) CCTV cameras at Tyn-y-Bryn Park – Cllr D Owen-Jones

Cllr D Owen-Jones suggested installing two or three additional CCTV cameras at Tyn-y-Bryn Park; one or two on the lampposts and one by the school. Members were advised that a quotation had not yet been received for these cameras that would be in addition to the unit at the Square, already approved by Council (Min. 8 – 16/05/2024).

It was proposed, seconded and

Resolved: To 1) purchase a further two or three CCTV cameras to cover Tyn-y-Bryn Park, and
 2) not exceed a total spend of £15,000 for the full suite of CCTV cameras.

It was noted that the expenditure would be met from Community Infrastructure Levy reserves.

The Clerk suggested that the Council would be well-advised to ensure a contract was in place with RCTCBC to cover such details as the ongoing maintenance of the equipment and data management and monitoring.

It was noted that Pontypridd Town Council has a similar arrangement with RCTCBC and could be approached for advice.

It was agreed to call a meeting with local businesses once the equipment is installed to tell them what the Council is doing.

c) Bus shelter at Capel Stores – Cllr D Grehan

Cllr A Davies suggested there was a significant waiting list of bus shelters. Cllr D Owen-Jones said he would follow this up with RCTCBC.

9. Planning & Development Control

a) 24/0803/FUL – Change current single garage into a home salon and change the current lift up garage door to patio doors at 3 Larchwood, Tonyrefail

Noted.

b) 24/0891/DIS – Discharge of conditions 6 (historic building recording) and 9 (construction method statement - demolition phase) of planning permission 21/1601/10 at Ysgol Gynradd Gymraeg Tonyrefail, School Street, Tonyrefail

Noted.

c) 24/0843/DIS – Discharge of Condition 14 (Verification report of remediation) of planning permission 22/0828/10) at Land off Gilfach Road, West of Trane Cemetery, Tonyrefail

Noted.

10. Committee Updates

a) Cemetery Committee

Cllr G Evans reported there had been a significant improvement in the overall maintenance of the Cemetery. Despite this, there were areas in need of priority work such as the replacement of some of the taps. He went on to say that the staff were working hard to keep the litter and mud at bay.

Cllr Evans suggested grass cutting and grubby headstones needed improvement.

In all, members agreed the grounds and burials teams were to be complimented on their endeavours.

b) Finance Committee

Matters pertaining to the Finance Committee had already been discussed under agenda item 7, above.

c) Events Committee

Cllr D Owen-Jones advised members that the Awards Night would take place on 10th October 2024 at 7pm at Coedely Club. He went on to explain the logistical arrangements in place.

Members discussed the Fireworks and it was suggested the Cricket Club could open up for refreshments. The Clerk reminded members that these arrangements were normally taken care of by the Fire Service as part of their event organisation.

Cllr Owen-Jones told members that the School would be hosting an Eisteddfod Showcase event to allow Tonyrefail participants to repeat their performances and receive a token souvenir of the occasion. A stone plaque is to be commissioned for installation at Ysgol Gynradd Gymraeg where Gwynfor Dafydd, winner of the 2024 Eisteddfod Crown went to school.

Cllr Owen-Jones went on to mention that the Seniors' Dinner and Christmas event were upcoming in the following months, as was the Remembrance Service. The Clerk reminded members that arrangements for the Remembrance event were in hand.

11. Members' Reports – for information only

- Cllr D Owen-Jones: i) raised the matter of the 170-year-old bridge at the railway siding by the footpath up to Edmondstown that had fallen into disrepair. It was agreed the repair works would be too expensive for RCT to consider. OAR Committee to take it up with RCT at the most opportune moment.

Introduction of Standing Order 3(d) – exclusion of members of the press and public

12. Confidential matters pertaining to Staffing

- a) The Clerk updated members on ongoing matters of a staffing nature.
- b) Members agreed to defer the recruitment of grounds staff until a later date.

13. Confidential matters of a legal nature

- a) It was resolved to proceed with legal action on this matter.
- b) The Clerk updated members on ongoing matters of a legal nature.

14. Date of the next meeting

The next meeting will be held on 17th October 2024.

Meeting concluded at 8:56pm.