



Minutes of the Meeting of the Council
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6:30pm on Thursday, 21st November 2024

Present: Cllr Glenn Evans (Vice Chair)
Cllr Austin Davies
Cllr Mary Davies
Cllr Debbie James
Cllr Linda Michel
Cllr Greg Powell
Cllr Amanda Richards
Cllr Ceirion Skym
Cllr Karen Webb (late arrival)

Officers: Ms Jo van Tonder (Clerk & RFO)

In the absence of Cllr Dan Owen-Jones, Vice Chair Cllr Glenn Evans assumed the role of chair.

1. Apologies for absence

Apologies for absence had been received from Cllrs Danny Grehan and Dan Owen-Jones.

2. Declarations of Interest

There were no declarations of interest made.

3. Public Questions

No members of the public were present.

4. Minutes of the Meeting: 17th October 2024

It was proposed, seconded and

Resolved: To agree the minutes of the Meeting held on 17th October 2024 as a true and accurate record.

5. Finance, Governance and Administration

a) Welsh Language Policy

The Clerk presented the draft Welsh Language Policy, recommended for adoption by the Well-being of Future Generations Committee.

It was proposed, seconded and

Resolved: To adopt the Welsh Language Policy.

6:39pm – Cllr K Webb joined the meeting

b) Quarterly Financial Accounts April – YTD 2024

The Clerk presented the financial accounts to October 2024.

Members noted that Other Income for the year-to-date (£46.6k) was on track to exceed the budget (£47.3), while expenditure for the most part was likely to fall on or below budget for the year.

Total Income to October 2024 amounted to £257.9k and total Expenditure, £187.7k.

c) Payments made since the last meeting – October 2024

Xero – accounting software subscription – Oct 2024	D/D	42.60
Certras Energy – fuel	D/D	256.49
RCTCBC Rates – October 2024	D/D	87.00
ICE Communications – telephones & broadband	D/D	52.05
Biffa Waste	D/D	190.90
Welsh Water	D/D	596.50
Toshiba – photocopier	D/D	108.24
Function 28 – email & website provider	D/D	48.00
Screwfix – consumables	D/D	79.99
DVLA – vehicle tax	D/D	29.31
Xero – accounting software subscription – Nov 2024	D/D	42.60
Bright - payroll	D/D	9.62
RCTCBC Rates – November 2024	D/D	87.00
Amazon purchases	EFT	468.87
Cleanmate – office cleaning	EFT	148.85
Griffiths Security	EFT	141.00
One Voice Wales – training	EFT	40.00
RCTCBC – Allotment rental	EFT	21.00
Rycon Power Tools – hire of machinery	EFT	2,638.32
Shutterdoor Services – repair and replace locks	EFT	171.60
Sovereign Steel – cemetery gates	EFT	4,644.00
A Cripps Melody – expenses reimbursed	EFT	131.24
Stage Sound Services – hire of sound equipment for Re- membrance Service	EFT	55.80
ICCM – training fees	EFT	1,749.20
HMRC	EFT	3,462.89
RCTCBC - Pensions	EFT	3,149.65
		£18,452.72

d) Accounts for payment – November 2024

Amazon Payments	EFT	182.59
A Cripps Melody – expenses reimbursed	EFT	109.4
Buffets for all Occasions – Awards Night catering	EFT	775.40
Cleanmate	EFT	238.16
Forest Park & Garden	EFT	127.72
Lite – hire of additional Christmas lights (yr 2 of contract)	EFT	2,366.94
Methyr Lewis Band – Remembrance Service	EFT	400.00
S Wales Fire & Rescue – fireworks event	EFT	3,000.00
One Voice Wales – membership & conference fees	EFT	2,150.79
Royal British Legion – wreath	EFT	20.00

Rycon Power Tools – hire of machinery & equipment for exhumation	EFT	1,384.62
The Wash Shop – linen laundry (events)	EFT	90.00
Viking – stationery	EFT	141.92
		10,987.54

6. Open Spaces, Allotments and Rights of Way

a) Update on CCTV provision

The Clerk reported that contractors were looking to establish power connections at the two lamp posts that would feed the pair of Tyn-y-Bryn Park cameras.

Members were advised that a further cost had been identified in order to carry out those works. This additional cost to supply power to the lamp posts would amount to between £800 and £1,400.

It was noted that this additional expenditure had not been factored into the overall cost agreed by Full Council at the previous meeting.

It was proposed, seconded and

Resolved: To delegate power to the Clerk to authorise the works to the lamp posts on the basis as outlined above.

b) Agreement with RCTCBC to maintain priority footpaths

Members noted that, at present, RCT were duty-bound to maintain all the footpaths within the Community Council area but as a result of significant budget cutss, RCT were unable to fulfil their legal obligations, with the majority of the district's footpaths falling below acceptable standards.

Following a member's motion at the meeting of 19th September 2024, members had agreed in principle to Cllr Evans' proposal 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". To this end, the OAR Committee had been in conversation with RCT (Jason Bragg) with a view to "adopting" six footpaths per year to maintain on behalf of RCT.

The Clerk explained that there appeared to be a misunderstanding between RCT's expectations of the arrangement and that of the Council. She advised it had been indicated to her that, once the Council had selected the six paths, those would be noted on RCT's PRoW register and future maintenance reports would be forwarded to the Council to remedy, thus creating an ongoing commitment.

Cllr D James confirmed this had not been her understanding and that the Council would be performing a one-off maintenance service, and not on an ongoing basis.

The Clerk reiterated the importance of a formal agreement with RCT in order to ensure that the Council did not inadvertently commit itself to an ongoing obligation and the expenditure associated with that.

Cllr G Evans interjected to say that there would be a process of selecting the paths and assessing the scope of maintenance required. He suggested three paths from each of Tonyrefail East and West were considered.

It was agreed a further meeting was needed with Jason Bragg to clarify how the arrangement would work.

c) Refurbishment and re-use of Mill Street telephone box

Cllr A Davies suggested this matter had already been agreed and that the telephone box would house the defibrillator currently in Cllr Owen-Jones' possession.

Cllr Grehan reported a Critical Bleed Control Kit would also be accommodated in the box.

Members discussed safety concerns and it was agreed the telephone box should have a lock and/or keypad on the outer door.

The Deputy Clerk would be asked to follow up with Cllr Owen-Jones to get the ball rolling.

7. Planning & Development Control

- a) **24/0981/DIS** - Plot C4 Coed Ely strategic employment site west of A4119 Coed Ely CF39 8BL - Discharge of condition 17 (wildlife protection plan) of planning permission 09/0386/13 in respect of plot C4 only
- b) **24/0932/DIS** - Land at former Coed Ely Colliery - Discharge of conditions 9 (highway verge restoration), 9 (CEMP), 10 (private cable route), 11 (road condition survey) and 18 (PROW) of 23/0994/08
- c) **24/0929/DIS** - Plot C4 Coed Ely strategic employment site west of A4119 Coed Ely CF39 8BL - Discharge of condition 3 access & 6 levels of reserved matters approval 23/1270/16
- d) **24/0930/DIS** - Plot C4 Coed Ely strategic employment site west of A4119 Coed Ely CF39 8BL - Discharge of conditions 3 (foul drainage), 7 (contamination), 12 (access), 14 (parking) imposed upon outline planning permission 09/0386/13 as varied by 21/0001/15
- e) **24/0950/FUL** - 17 Penrhiwfer Road, Tonyrefail, CF39 8EY - Demolition of existing single storey extension and construction of two storey rear extension
- f) **24/1002/FUL** - 19 Mill Street, Tonyrefail, CF39 8AB – Change of use from residential to dental surgery (use Class D1) on ground floor and self-contained residential unit on first floor
- g) **24/0984/NMA** - 21 Gelli Seren Close, Thomastown, CF39 8EF – Non-material amendment sought to change the rear ground floor lean to extension to a flat roof of previous planning permission 23/0911/10
- h) **24/0965/FUL** - Garth Hall Farm, Coed Ely, CF38 8HJ - re-submission of application 23/0007/FUL to repair and rebuild farmhouse
- i) **24/0923/FUL** - 46 Worcester Court, Tonyrefail - first floor front extension
- j) **24/1066/NMA** - Ysgol Gynradd Gymraeg Tonyrefail, School Street, Tonyrefail, CF39 8LE - Non-material amendment application for variation of condition 2 (approved plans) of planning consent 21/1601/10
- k) **24/1061/FUL** - 84 Parklands Road, Tonyrefail, CF39 8PT - First floor rear extension
- l) **24/1041/NMA** - Land at former Coed Ely Colliery off the A4119 Coed Ely - Non-material amendment to 23/0994/08 - various changes to solar farm layout and to the design of ancillary buildings on site
- m) **24/1097/NMA** - The Stables, Collenna Road, Tonyrefail – Non-material amendment sought to turn the roof 90 degrees
- n) **24/1043/NMA** - 1 Tylcha Fach Terrace, Tonyrefail, CF39 8BB - The application seeks to vary the wording of the condition 5 of the approved consent to allow the conversion of the garage, in order to re-purpose the attached garage as a gym/playroom with French door including side window panels to the front
- o) **24/1079/FUL** - 30 The Avenue, Tonyrefail, CF39 8PR - single storey rear extension

All planning applications were noted with no further comment.

8. Committee Updates

a) Open Spaces, Allotments & Rights of Way Committee

Cllr G Evans advised further inspections would be carried out at the allotments in the near future and reported a complaint had been raised regarding the hot tub at the Penrhiwfer allotment site. He reported an amicable arrangement had been reached with the allotment associations.

Regarding open spaces, Cllr Evans reported the committee had discussed increasing the number of flower baskets for the following year. The provision of additional bus shelters had also been discussed, as had the cleaning of the Coedely village sign.

b) Events Committee

Cllr A Davies updated members on the fireworks display a fortnight before. It was noted there had been some concerns over health and safety preparation.

Members were advised the Remembrance Service had gone well.

Preparations were underway for the Christmas tree lighting and provision of Christmas trees to businesses. The Christmas event was discussed and members suggested 2025's event should be hosted and arranged by the Council.

Cllr A Davies was concerned he had not been given the opportunity to review the publicity material in advance of it being distributed, as had been agreed with the School. The Clerk advised that Cllr Owen-Jones had seen the poster and had made some changes.

Cllr A Davies advised the committee would be holding an extra meeting in January to discuss, amongst other things, the possibility of an Easter Rocks event.

c) Well-being of Future Generations Committee

Members noted the committee had been working on the Welsh Language Policy adopted that evening.

The Clerk reported she would soon be presenting the draft Biodiversity Action Plan for the committee to consider as well as the Annual Report. Members were asked to pass on any photographs they had taken of events and happenings from the previous year for inclusion in the report.

9. Members' Reports – for information only

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| Cllr A Richards: | i) reported dog mess was not getting picked up and poop bags were being thrown in the hedges along the river behind Mill Street. She suggested a dog bin might solve this. |
| Cllr M Davies: | i) suggested a litter bin was needed on Penrhiwfer / Gilfach Road between the Co-Op and Tonyrefail School because of the amount of rubbish being dropped by scholars.

ii) reported monies had been promised to the Council for road mitigation (A4119) but nothing had been forthcoming; Borough Councillors to follow up. |
| Cllr D James: | i) reported one section of the lane going to Tylcha Fach was in a poor state.

ii) reported problems with school traffic in Penrhiwfer with parents parking on pavements and driveways. It was noted that Cllr James had recently had an accident there as a result. |
| Cllr C Skym: | i) reported a vehicle had had a collision with a bus as a result of poor parking on Mill Street. |
| Cllr G Evans: | i) suggested a senior member of S Wales Police should be invited to a future meeting to answer a list of questions members might have. |

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

10. Confidential matters pertaining to Staffing

Members noted at the Staffing Committee meeting held on 14th October 2024, it was resolved to begin the recruitment process to fill the vacancies of Grounds Maintenance Operative and Ground Operations Supervisor.

The Clerk advised that interviews for the role of Supervisor were due to take place the following week.

Following interviews for the role of part-time Operative, a candidate had been appointed to the role but that the offer of employment had subsequently been withdrawn.

Following discussion, it was proposed, seconded and

Resolved: To enter into a second round of recruitment for an Operative and interview suitable candidates identified during the first recruitment cycle.

11. Confidential matters of a legal nature

The Clerk updated members on ongoing matters of a legal nature.

12. Date of the next meeting

The next meeting will be held on 19th December 2024.

Meeting concluded at 8:14pm.