



Minutes of the Meeting of the Council
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6:30pm on Thursday, 20th February 2025

Present: Cllr Glenn Evans (Chair)
Cllr Austin Davies
Cllr Danny Grehan
Cllr Linda Michel
Cllr Amanda Richards
Cllr Ceirion Skym
Cllr Karen Webb

Officers: Ms Jo van Tonder (Clerk & RFO)

6:36pm – The Meeting start time was delayed as the Clerk was late setting up.

Members were notified of the resignations of Cllrs Dan Owen-Jones and Debra James, hence the requirement to elect a Chair and Vice Chair (if necessary).

Members wished to extend their best wishes to Cllrs A and M Davies, and their family during a difficult time.

1. Elect Chair and receive Declaration of Acceptance of Office

Cllr Glenn Evans was nominated, seconded and it was

Resolved: To elect Cllr Glenn Evans unopposed as Chair for the year ending May 2025.

Cllr Evans signed the Declaration of Acceptance of Office as witnessed by and in the presence of the Clerk.

Elect Vice Chair and receive Declaration of Acceptance of Office

Cllr Ceirion Skym was nominated, seconded and it was

Resolved: To elect Cllr Ceirion Skym unopposed as Vice Chair for the year ending May 2025.

Cllr Skym signed the Declaration of Acceptance of Office as witnessed by and in the presence of the Clerk.

2. Apologies for absence

Apologies for absence had been received from Cllrs Mary Davies and Greg Powell.

3. Declarations of Interest

There were no declarations of interest made.

4. Public Questions

No members of the public were present.

5. Casual Vacancy – Penrhiwfer ward

Members noted the two casual vacancies that had arisen with the resignations of Cllrs Dan Owen-Jones and Debbie James.

The Clerk reminded members of the procedure that would now be followed by the Electoral Officer, RCTCBC.

6. Minutes of the Meeting: 16th January 2025

It was proposed, seconded and

Resolved: To agree the minutes of the Meeting held on 16th January 2025 as a true and accurate record.

7. Consultations and Correspondence

a) Democracy & Boundary Commission Cymru Electoral Review Programme 2025 – Consultation on draft Policy & Practice

Members noted the consultation and it was agreed the Council would not make a submission at this time.

8. Finance, Governance and Administration

a) Quarterly Financial Accounts April – YTD 2024/25

The Clerk advised there was no report available due to time constraints.

b) Application for Lloyds Bank business payment card

The Clerk presented a proposal to sign up for a Lloyds Bank MultiPay business payment card to offer the Council a means of making payments for on-line purchases.

Members noted the business card was permitted under 6.18 and 6.20 of the Council's Financial Regulations.

Members discussed the safeguards to be put in place as well as the reporting procedures outlined in the proposal.

It was proposed, seconded and

Resolved: To i) approve the application and controlled use of a Lloyds Bank MultiPay Business Card, issued in the name of the Clerk, and
 ii) approve a monthly spending limit of £1,000, subject to review.

c) Payments made since the last meeting – January 2025

*PEAC	DD	324.00
*PEAC (Overpayment)	EFT	324.00
*PEAC (Refund for Overpayment)	EFT	-324.00
*RCTCBC - Rates - DD	DD	87.00
*Certas Energy - DD	DD	28.80
*ICE Communications DD	DD	52.05
SSE - Staff Base Gas	DD	391.11
SSE Electric (Staff Base)	DD	207.88
*Biffa Waste Services Ltd - DD	DD	218.26
DD - Toshiba Tec UK	DD	144.22
*Function 28 - STO	DD	48.00
*Screwfix DD	DD	173.95
*Screwfix DD	DD	251.83
*Bright SG Limited - DD	DD	10.13
*Certas Energy - DD	DD	112.42

*Xero (UK) Ltd - DD	DD	39.60
*ICE Communications DD	DD	52.05
*Certas Energy - DD	DD	117.91
*Welsh Water - DD (851215840012)	DD	596.50
Unity Trust Bank	DD	14.40
DVLA	DD	29.31
Amazon Payments	EFT	20.98
Amazon Payments	EFT	20.98
Amazon Payments	EFT	2.59
One Voice Wales – training	EFT	38.00
Amazon Payments	EFT	0.09
Amazon Payments	EFT	24.19
P K Safety	EFT	219.90
RCTCBC - Other Services	EFT	237.00
The Wash Shop	EFT	94.00
Aingie Cripps Melody – Expenses Jan 2025	EFT	558.98
National Rock Salt	EFT	210.00
Aingie Cripps Melody – Expenses Jan 2025	EFT	628.70
Cleanmate	EFT	267.93
Griffiths Security & Smart Technology Ltd	EFT	141.00
Prichards	EFT	1,303.16
Planning Aid Wales	EFT	40.00
Gallagher Insurance	EFT	957.95
C & L Garden and Tree Services	EFT	630.00
Aingie Cripps Melody – Expenses Feb 2025	EFT	253.00
Natural Resources Wales – income SSSI maintenance	EFT	(200.00)
		£ 8,347.87

d) Accounts for payment – February 2025

Amazon Payments	EFT	191.51
Centregreat Limited	EFT	6,744.00
Cleanmate	EFT	253.05
Griffiths Security & Smart Technology Ltd	EFT	271.01
Prichards	EFT	1,303.16
RCTCBC - Other Services	EFT	836.22
Teleshore UK	EFT	1,140.60
The Arb Team	EFT	744.00
		£ 11,483.55

9. Recommendations of the Events Committee

a) Annual Fireworks display

Members noted the Events Committee's recommendations to i) cease funding of the joint firework display, and ii) make donations of up to £750 each to Capel and Edmondstown Community Centres for their firework displays.

Members discussed the 2024 event, noting that, together with other health and safety concerns, the ratio of marshals to visitors was too low. It was also felt the Council had not received proportionate credit for its part in the hosting of the event.

It was proposed, seconded and

Resolved: To support the Events Committee recommendation and agree to cease funding the joint fireworks display for 2025. This decision would be reviewed in 2026.

b) Reassignment of Fireworks budget

The Clerk recommended that, should Council agree the Events Committee recommendation to set aside £1,500 of the £3,000 fireworks budget to support other displays, that grants of £750 (or another amount) be offered to any community group putting on displays within the district. Grant applications would be decided on a similar basis as the Council's grants awards such as governance, suitability, risk assessments, track record.

It was proposed, seconded and

Resolved: To vire £1,500 of the fireworks budget to a Fireworks Grant Fund for the purposes of supporting community fireworks displays within the District.

c) Annual Christmas event

Members considered the Events Committee's recommendation that the Council would no longer support the Christmas event run by Tonyrefail Community School.

The reasons for not wishing to continue the relationship with the School was discussed and it was felt that those could be overcome and were not sufficient to justify severing the relationship.

Following further discussion, it was proposed, seconded and

Resolved: To enter into an arrangement with Tonyrefail Community School to jointly deliver a 2025 Christmas event at a total cost to the Council of £10,000.

In addition to the Christmas event at the School, members discussed holding a Christmas Lights Switch-on event at the Workmen's Club in collaboration with the Chamber of Trade. It was noted the savings of £1,500 from the Fireworks budget would cover the cost of this event.

10. Allocation of Christmas event budget

11. Recommendations of the Open Spaces, Allotments & Rights of Way Committee

a) Provision of two bus shelters

i) Suspension of Financial Regulation 11.1(g) and delegation of procurement of bus shelters to Rhondda Cynon Taf County Borough Council

The Clerk advised members that RCTCBC required that the Council purchase bus shelters from its preferred supplier.

This precluded the Council from meeting the requirements of its Financial Regulations 11.1(g); obtaining three quotations.

Members noted that, under S101.1 of the Local Government Act 1972, the Council was given the authority to delegate a statutory function to committees, sub-committees, officers and/or local authority to act on its behalf.

In this case, the Council could resolve to delegate the procurement process pertaining to bus shelters to RCTCBC, having satisfied itself that the local authority has met its statutory requirements pertaining to procurement.

It was proposed, seconded and

Resolved: To suspend F/R 11.1(g) for the purposes of purchasing bus shelters from RCTCBC's preferred supplier.

Resolved: To delegate its duty under F/R 11.1(g) to RCTCBC in the matter of the procurement of bus shelters.

ii) Quotation for 2no. cantilever bus shelters

Members were presented with a quotation of £2,600 + VAT per bus shelter, including installation.

It was proposed, seconded and

Resolved: To accept the quotation from RCTCBC in the amount of £5,200 + VAT for two bus shelters to be positioned at Capel Stores and on Gilfach Road, opposite Tyn-y-Bryn Park.

It was noted that, while the order for the two units would be placed in this current financial year, the spending would only take place in next financial year, in line with the budget.

b) Purchase of replacement floral baskets

The Clerk reported that there were some missing / mismatched baskets and liners, and advised that a further 17no. floral baskets could be brought back into use this season for minimal cost.

It was proposed, seconded and

Resolved: To purchase 14no. Amberol grey liners and 3no. Plantscape black containers at a total cost of £475.58 + delivery.

c) Priority Footpaths for inclusion on 2025 maintenance schedule

A discussion took place around Council involvement in the maintenance of footpaths within the District. The Clerk explained that the Council had agreed a sum of £500 to cover footpath maintenance for 2024/25 and a further £2,751 for 2025/26. This equated to a cap of 26 and 108 hours of grounds team time per year, respectively.

Members considered the list of five footpaths that had been identified by the OAR Committee and discussed options for a sixth. Three unidentified paths on the list were located and the list updated.

There was a degree confusion amongst members around how the allocation of hours would be made in practice and what ongoing commitment to future maintenance that would entail.

Finally, it was agreed to accept the list of five footpaths drawn up by the OAR Committee and add path 106 between Tref-y-Rhyg and Parklands.

12. Planning & Development Control

- a) **24/1302/CPRO** – Proposed loft conversion at 38 Cedar Wood Drive, Tonyrefail, CF39 8JB
- b) **25/0108/FUL** – Proposed demolition of existing garage and construction of a new garage for a Camper Van at Hill Crest Bungalow, Martin Crescent, Tonyrefail, CF39 8NT
- c) **25/0092/FUL** – Demolition of small lean-to at rear of property; erection of two storey rear extension with sedum roof over ground floor extension; dropped kerb at front of house with parking for 2 vehicles (using permeable blocks) at 44 Tylchawen Terrace, Tonyrefail, CF39 8AH
- d) **25/0081/TEL** – BT intends to install new 2x9m light pole in footway at New 25 Hafod Wen, Land to the East of Hafod Wen, Tonyrefail, CF39 8LB
- e) **25/0040/FUL** – Proposed ground floor extension and first floor extension above existing rear elevation at 17 Garth Street, Coedely, CF39 8BG
- f) **25/0163/FUL** - Proposed two storey extension at 26 The Avenue, Tonyrefail, CF39 8PR
- g) **25/0156/FUL** – Replacement garage with pit and infill store at 17 Gilfach Road, Tonyrefail, CF39 8HF
- h) **25/0154/FUL** – Double storey rear extension at 20 Heol Dinas Isaf, Williamstown, CF40 1NG

All planning applications were noted with no further comment.

13. Committee Updates

a) Events Committee

Nothing to report other than what had already been discussed earlier.

b) Cemetery Committee

Cllr G Evans reported that a quarterly Cemetery inspection was due imminently and that quotations were being sourced for the completion of the surveying works required on the recently-purchased extension.

c) Open Spaces, Allotments & Rights of Way Committee

Cllr G Evans reported that the encroachment issue at Penrhiwfer Allotments, when investigated further, had turned out to be nothing more than a misunderstanding. He also advised he had met with the gentleman unofficially building a wall on the site. This was ongoing.

14. Members' Reports – for information only

- | | |
|------------------|---|
| Cllr C Skym: | i) reiterated that the general cleanliness of the town had deteriorated and that the Chamber of Trade were looking at providing additional dog bins.

ii) reported gullies were not being cleaned out – Cllr D Grehan to report to RCTCBC. Cllr G Evans suggested inviting someone from RCT Street Cleaning to a Council meeting.

iii) invited the Council to contribute to the Chamber of Trade's newsletter. |
| Cllr D Grehan: | i) reported that he was working to get the potholes along the lanes repaired.

ii) reported on a sensitive matter that had affected the Tonyrefail Community School community. |
| Cllr A Davies: | i) reported he had contacted RCTCBC regarding the absence of the litter bin on Penrhiwfer Road that had contributed significantly to the abundance of litter along the pavements. The Clerk advised the letter to be sent from the Council was still outstanding.

ii) reported incidents of racial abuse being metered out by gangs of youths on the owners and staff of a local take-away. |
| Cllr A Richards: | i) reported there was still one Christmas light up on Mill Street.

ii) reported the bus shelter in Francis Street was missing panels and was in need of cleaning. |
| Cllr K Webb: | i) reported she had received complaints about the revised refuse collections as well as fly-tipping in Thomastown. |
| Cllr G Evans: | i) reported the representative from South East Wales River Trust wished to attend a meeting to update Council on recent activities. It was agreed to invite them at the earliest opportunity. |

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

15. Confidential matters of a legal nature

a) Confidential matter #1

Members noted the Clerk's update on this matter.

b) Confidential matter #2

- i) Noted.
- ii) It was proposed, seconded and

Resolved: To accept the Clerk's recommendation.

iii) It was proposed, seconded and

Resolved: To agree the Council's position as per the Clerk's recommendation.

iv) It was proposed, seconded and

Resolved: To grant delegated authority to the Clerk to act on behalf of the Council in matter and set out the scope of that authority as per the report presented.

16. Date of the next meeting

The next meeting will be held on 20th March 2025.

Meeting concluded at 8:47pm.