



Minutes of the Meeting of the Council
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
following the Annual Meeting on Thursday, 15th May 2025

Present: Cllr Glenn Evans (Chair)
Cllr Martin Barron
Cllr Austin Davies
Cllr Mary Davies
Cllr Danny Grehan
Cllr Dan Lawrence
Cllr Linda Michel
Cllr Amanda Richards
Cllr Ceirion Skym

Absent: Cllr Karen Webb

Officers: Ms Jo van Tonder (Clerk & RFO)

1. Apologies for absence

Apologies for absence had been received from Cllr Greg Powell (noted).

2. Declarations of Interest

There were no declarations of interest made.

3. Public Questions

There were no questions from the public present.

4. Minutes of the Meeting: 17th April 2025

It was proposed, seconded and

Resolved: To agree the minutes of the Meeting held on 17th April 2025 as a true and accurate record.

a) Financial Accounts April 2024 – March 2025

The Clerk presented the financial accounts to 31 March 2025 (pre-audit).

Members noted the internal audit was currently underway and that full, finalised accounts, together with the Annual Return would be brought to Council for formal approval at the next meeting in June.

b) Payments made since the last meeting – 15/04 to 12/05/2025

Unity Current Account Transactions

Tonyrefail & District Community Council

For the period 15 April 2025 to 12 May 2025

Date	Supplier	Description	Credit
24 Apr 2025	Amazon Payments	Various sundry purchases	112.18
24 Apr 2025	Central Bar & Catering Supplies Ltd.	Cleaning materials; toilet paper	192.31
24 Apr 2025	SLCC	Clerk's annual membership	315.00
24 Apr 2025	Pear Technology	Burials mapping system	294.00
24 Apr 2025	ICCM	Training	110.00
24 Apr 2025	ICCM	Training	105.00
09 May 2025	RCTCBC - Pensions	Pensions - April 2025	3,311.09
09 May 2025	HMRC - PAYE & NI	PAYE & NI - April 2025	3,936.26
16 Apr 2025	HMRC - PAYE & NI	PAYE & NI - March 2025	4,156.27
16 Apr 2025	RCTCBC - Pensions	Pensions - March 2025	3,722.92
24 Apr 2025	Cleanmate	Office cleaning	227.24
24 Apr 2025	Prichards	Hire of heavy machinery	1,303.16
07 May 2025	Harris Safety Training Services	Training	540.00
			18,325.43
15 Apr 2025	Rhondda Cynon Taff	Rates	88.40
28 Apr 2025	*Welsh Water - DD (851215840012)	Utilities - water	596.50
30 Apr 2025	Unity Trust Bank	Bank charges	16.05
01 May 2025	DVLA	Vehicle tax	29.31
16 Apr 2025	*ICE Communications DD	Telephone & broadband	55.27
23 Apr 2025	*Eon Next - office - DD**	Utilities - electricity	173.04
28 Apr 2025	*Certas Energy - DD	Fuel	142.40
28 Apr 2025	*Biffa Waste Services Ltd - DD	Waste collection	218.26
29 Apr 2025	British Gas	Utilities - gas	42.18
30 Apr 2025	DD - Toshiba Tec UK	Photocopier usage	48.00
			1,409.41
			19,734.84

c) Accounts for payment – May 2025

Aged Payables Detail

Tonyrefail & District Community Council

As at 31 May 2025

Ageing by due date

Invoice Date	Invoice Reference	Details	Total
Amazon Payments			
06 May 2025	DSAEUINVGB2025229881723	Various	10.06
06 May 2025	DSAEUINVGB2025229881588		6.99
06 May 2025	GB53B33MIAEUI		5.90
06 May 2025	DSAEUINVGB2025229881662		5.99
06 May 2025	GB5004ETYTX5PI		9.49
Total Amazon Payments			38.43
Forest Park & Garden			
12 May 2025	SY	3no. Visor / ear de-fender sets	159.59
Total Forest Park & Garden			159.59

N D Electrical			
28 Apr 2025	PO-0417	Site electrical testing	625.00
Total N D Electrical			625.00
One Voice Wales			
07 May 2025	9416	Councillor training	42.00
Total One Voice Wales			42.00
P K Safety			
09 May 2025	529128	PPE and uniform (new starters)	276.49
Total P K Safety			276.49
Pauline Odette Williams			
29 Apr 2025	Expenses	Expenses reimbursed: Dropbox subscription	95.55
Total Pauline Odette Williams			95.55
Prichards			
30 Apr 2005	8075787	Digger & dumper hire	1,303.16
Total Prichards			1,303.16
RCTCBC - Allotment Rent			
11 May 2025	32140028662	Annual rental - Tylcha Wen Allotments	45.00
Total RCTCBC - Allotment Rent			45.00
Shaw & Son			
25 Apr 2025	0000298679	Specialist burials stationery (Register of EROB transfers)	234.00
Total Shaw & Son			234.00
Total			2,819.22

It was proposed, seconded and

Resolved: To approve the accounts for payment.

5. Update on Mill Street Telephone Box

Members were reminded of the decision taken at the previous meeting not to retain the Mill Street telephone box and offer it to Tonyrefail Community School, free of charge, in the first instance.

A discussion took place, with members who had not been present at the meeting in April expressing disappointment at the decision.

Cllr M Barron confirmed he was awaiting a reply from the School regarding the Council's offer.

6. Matters pertaining to Penrhiwfer Allotment wall

a) Structural Engineer's report

The Clerk reminded members of the safety concerns that had given rise to the decision to commission a survey of the part-completed retaining wall at Penrhiwfer Allotments.

Members noted the findings of the structural engineer, as contained in the report previously circulated. Members noted the recommended actions as outlined in the Clerk's report, and below.

	Action	Responsibility	Priority
1	Cordon off access path at base of slope to protect the public from falling debris.	Clerk / Maintenance Team	Immediate
2	Notify affected plot holders of safety risks and potential disruption.	Deputy Clerk	High
3	Undertake an appraisal of the various construction options.	OAR Committee	High
4	Seek quotes from structural engineers for the design of a new retaining wall.	OAR Committee	High
5	Commission a structural engineer to produce full technical drawings/specifications.	OAR Committee	Medium
6	Obtain construction quotes based on approved design.	OAR Committee	Medium
7	Consider temporary plot relocation or mitigation for impacted upper plot tenant.	OAR Committee	Medium
8	Review cost implications and recommend a funding decision to Full Council.	OAR Committee	Medium

Much discussion was had. Cllr Evans asked to be included when a meeting takes place with the Allotment Association chair and secretary to keep them up to date with developments.

It was proposed, seconded and

Resolved: To note the contents of the structural report and progress the actions as tabled.

b) Delegation of authority to OAR Committee to appraise repair options for the allotment embankment, obtain necessary quotations and make a costed recommendation to Full Council

It was proposed, seconded and

Resolved: To delegate authority to the OAR Committee to:

- a) undertake an options appraisal following receipt of the structural engineer's report (3, above),
- b) obtain quotations for any required drawings and remedial works (4, 6, above),
- c) commission the production of technical drawings and specifications (5, above) provided the cost does not exceed £5,000, and
- d) bring a recommendation back to Full Council for consideration and approval of construction costs (8, above).

7. Matters pertaining to Health and Safety

a) Quotations for Electrical Safety works

Members were advised that, following a recent fire safety risk assessment and subsequent EICR, various remedial works had been recommended.

Quotations to undertake these works had been sought, in line with the Council's Procurement Policy. Two out of the six contractors invited to quote had done so.

It was proposed, seconded and

Resolved: To appoint ND Electrical to undertake remedial electrical works at a cost of £940 + VAT.

b) Quotations for Fire Safety works

The Clerk advised that fire safety remedial works had been identified during the fire safety survey. These covered extinguishers, fire alarms, emergency lighting and fire doors.

The fire risk assessment was consulted and the quotations, considered.

Members questioned the need for the suggested number of extinguishers as well as the cost of each. Alternative arrangements such as hiring extinguishers were discussed.

Members questioned whether the risk assessment recommendations were statutory or guidance.

The Clerk suggested if members opted not to follow the recommendations set out in the risk assessment, a resolution would be required that outlined the reasons.

It was agreed to defer making a decision until further quotations could be obtained and a second opinion sourced as it was thought the recommendations were excessive and disproportionate.

The Clerk was asked to seek advice from the Council's insurers.

8. Planning & Development Control

- a) **25/0478/TEL** - Install fixed line broadband electronic communications apparatus (9M Light Wooden Pole) at 26 Heol Islwyn, Tonyrefail
- b) **25/0470/RVOC** – S73 Application to vary Condition 2 (approved plans), Condition 3 (highway design detail works), Condition 7 (scheme of landscaping) and Condition 8 (boundary fencing) of planning permission 22/0385/10 at land to the East of Hafod Wen, Tonyrefail
- c) **25/0428/TEL** – Install fixed line broadband electronic communications apparatus at the above location (9M Light Wooden Pole) at 12 Celyn Isaf Tonyrefail
- d) **25/0403/DIS** – Discharge of Condition 3 (Contamination) of planning permission 21/1601/FUL at Ysgol Gynradd Gymraeg Tonyrefail, School Street, Tonyrefail
- e) **24/1140/DIS** – Discharge of Condition 8 (Highways Engineering Design and Details) of planning application 21/1601/10 at Ysgol Gynradd Gymraeg Tonyrefail, School Street, Tonyrefail
- f) **25/0498/DIS** – Partial discharge of condition 12 (Wildlife Protection Plan), insofar that it relates to Phase 1 only, of planning permission 24/0542/RVOC at Land At Parc Eirin, Tonyrefail
- g) **25/0499/DIS** – Partial discharge of condition 13 (Invasive Species Eradication Scheme), insofar that it relates to Phase 1 only, of planning permission 24/0542/RVOC at Land at Parc Eirin, Tonyrefail
- h) **25/0405/FUL** – Two storey side extension at 12 Elm Wood Drive, Tonyrefail
- i) **25/0337/FUL** – Construction of rear outbuilding for the operation of a massage treatment business at 15 Heol Waun, Tonyrefail
- j) **25/0481/FUL** – Extension to domestic garage at 110 Parklands Road, Tonyrefail
- k) **25/0501/DIS** – Partial discharge of condition 4 (landscaping), insofar that it relates to Phase 1 only, of planning permission 24/0542/RVOC at Land at Parc Eirin, Tonyrefail

Noted with no further comment.

9. Members' Reports – for information only

Cllr C Skym:

- i) advised he had reported incidents of fly-tipping by a Meadows resident to RCTCBC with no action as yet. The resident in questions was allegedly throwing rubbish over their fence, on to the embankment below.
- ii) asked that the bus shelter under the bridge on Waunrhydd Road be cleaned.
- ii) asked if RCTCBC would be offering on-street residents' disabled parking bays at any time; Cllr Grehan suggested not.

- Cllr L Michel: i) reported that representatives of Trevallis had attended the recent Neighbourhood Network meeting. In addition, attendees were delivered a fraud and scam prevention presentation.
- Cllr D Grehan: i) reported significant litter and fly-tipping on the Glyn estate.
 ii) reported *Reuse Recycle* was setting up a fortnightly litter picking group, going out on alternate Mondays.
 iii) advised that he had spoken to representatives of New Life Church about the possibility of banning certain individuals from attending the café if the anti-social behaviour on Mill Street continued.
 iv) commented on the artificial flower baskets that had been provided to shopkeepers by the Chamber of Trade for display. It was agreed the baskets were very well received.
 v) raised the need for a collaborative approach to putting together a definitive and accessible list of community groups serving the area.
 vi) advised Heol Erin had been resurfaced with further roads scheduled for resurfacing in the near future.
 vii) advised that good discussions had been taking place between Hafod Wen residents and developers of the new housing estate.
- Cllr A Richards: i) advised that there were still unacceptable levels of dog fouling in the lane behind Mill Street.
- Cllr M Davies: i) reported there was still excessive litter and discarded take-away packaging from the centre, along Penrhiwfer Road up to Penrhiwfer. Cllr G Evans suggested RCTCBC puts a camera out to catch drivers throwing litter from their vehicles.
- Cllr A Davies: i) asked that a replacement flag pole be added to the next Cemetery Committee meeting agenda.
- Cllr G Evans: i) raised the matter of the appalling state of road signage along the A4119 that was so dirty as to render it unreadable. In addition, he advised that the pedestrian crossing sign at the Kennels was corroded.

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

10. Confidential matters of a legal nature

Members were advised the matter had been withdrawn.

11. Date of the next meeting

The Annual and next Ordinary meeting will be held on 19th June 2025.

Meeting concluded at 8:24pm