



Minutes of the Meeting of the
Open Spaces, Allotments & Rights of Way Committee
held at the Council Meeting Room
Trane Cemetery, Tonyrefail
at 5:00pm on Thursday 19th June 2025

Present: Cllr Danny Grehan (Chair)
Cllr Linda Michel
Cllr Karen Webb
Cllr Glenn Evans
Cllr Martin Barron

Officers: Mrs Aingie Cripps Melody (Deputy Clerk)

1. To Elect a Chairperson for the year to May 2026

Having confirmed his acceptance of the nomination, it was proposed, seconded and

Resolved: To elect Cllr Danny Grehan to the role of Chair.

2. Apologies for Absence

No apologies for absence received.

3. Declarations of Interest

There were no declarations of interest made.

4. Minutes of the previous meeting: 4th February 2025

It was proposed, seconded and

Resolved: To agree the minutes of the Committee Meeting held on 4th February 2025 as a true and accurate record.

5. Matters pertaining to Open Spaces

a) To consider summer flower arrangements

- I. To receive update on location of additional flower baskets



The Deputy Clerk provided an update on the work undertaken to map and record the location of all flower displays that have been put into the community. Locations are mapped on Parish Online to view. This will allow easier arrangements for planning watering routes, keeping track of Council assets and future planning to move or purchase additional items to improve displays in the coming years.

II. To receive update on summer flower arrangements 2025

The Deputy Clerk updated the committee that all summer flower arrangements had now been placed out into the community.

b) To receive update on order for additional bus shelters at Capel Stores & Tyn y Bryn Park

The Deputy Clerk advised that the bus shelters had been ordered and the current estimated installation would be July 2025 onwards; no firm date could be given.

c) To agree removal of No Parking sign adjacent to Mill Street

The Deputy Clerk advised that concerns had been raised that there was a No Parking Sign located adjacent to Mill Street that had been put in place by the Community Council some time ago, but, this sign was not enforceable by the Community Council as it is not on Council property.

Cllr Grehan explained that the sign had been put in place previously, solely to show support to the community in asking drivers not to park in the area. It was understood that the Community Council could not enforce this in any way but that the sign was to stay in place as a polite notice.

6. Matters pertaining to Allotments

a) To discuss ongoing building of wall at Penrhiwfer Allotments

I. To receive update on cordoning off of access path adjacent to the wall

The Deputy Clerk explained that there is a public footpath entering the allotment site and running adjacent to the wall. The Deputy Clerk has been advised by the Footpaths officer that notices and warning barriers could be

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put in place by the Community Council warning walkers of the potential hazard.

When construction work begins, this may require the temporary closure of the footpath and to do this a closure order must be applied for.

Cllr Grehan requested that any notices are bilingual as per the Community Council policy.

The grounds team at the Community Council will be instructed to put up notices and barriers as required.

II. To agree timetable for consulting stakeholders

The Deputy Clerk advised that a site meeting at Penrhiwfer Allotments had been arranged for Tuesday 24th June 2025 to provide the Allotment Association of the outcome of the structural survey and the Community Councils next steps for addressing the concerns raised.

III. To discuss quotations for replacement wall design fees

Details of the quotations for the design of a replacement wall were discussed by Committee members.

Having reviewed the quotations received, it was proposed, seconded and

Resolved: To instruct the lowest price supplier to undertake the design work based on their charges and previous work on the structural survey.

IV. To discuss options for replacement wall types

The Deputy Clerk presented a table detailing three different wall construction methods. Discussion took place on the potential costs, durability, ease of construction and visual impact of each type of wall. The option for a Cavity Reinforced Concrete Wall was disregarded due to high cost and impact of construction.

The Committee requested that the Deputy Clerk contact the structural engineer instructed to undertake the design work, for advice on which type of wall, Gabion or Mass Concrete, would be better suited to the site, given accessibility, location and building impact on the rest of the site. The Deputy Clerk is to report back at the next meeting.



The Committee discussed the scheduling the 2025 Annual Allotment inspections. It was agreed that inspections take place over the 18th and 21st July 2025. The Deputy Clerk was asked to contact all Allotment Associations to book in the inspection appointments.

7. Matters pertaining to Rights of Way

a) To consider complaint received regarding hazardous bench sited on Emondstown Road

The Deputy Clerk updated the Committee that a call had been taken from a member of the public asking if the Community Council could take action to improve access to a bench located off Edmondstown Road.

The committee discussed the situation of the bench and its regular use by walkers.

The Deputy Clerk was asked to investigate options for moving the bench and improving its positioning. The Deputy Clerk will seek assistance from the grounds team to investigate this further and will bring the findings back to the committee to agree a course of action.

Cllr Evans asked for an update on the strimming of six paths agreed at Full Council. The Deputy Clerk advised that this was in hand but that the paths must be clearly identified on a map before the staff are able to start and reminded the committee that there are an agreed number of hours available to undertake strimming of footpaths.

8. Date of the next Committee meeting

The next meeting of the Committee will be on Monday 22nd September 2025 at 5:30pm.

Meeting concluded at 5:50pm.