



Minutes of the Meeting of the Cemetery Committee
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6:30pm on Tuesday, 24th June 2025

Present: Cllr Ceirion Skym (Chair)
Cllr Mary Davies
Cllr Glenn Evans
Cllr Linda Michel
Cllr Amanda Richards

Officers: Ms Jo van Tonder (Clerk & RFO)

1. Election of Chair

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

Resolved: To elect Cllr Ceirion Skym to the role of Chair.

2. Apologies for absence

Apologies for absence had been received from Cllr Martin Barron.

3. Declarations of Interest

There were no declarations of interest made.

4. Minutes of the previous meeting: 29th April 2025

It was proposed, seconded and

Resolved: To agree the minutes of the meeting held on 29th April 2025 as a true and accurate record.

5. Cemetery Committee Finance report

The Clerk presented the Cemetery accounts for the two months to 31st May 2025.

6. Matters pertaining to Cemetery Maintenance

a) Cemetery Inspection findings

The Clerk reported on the findings of the inspection that took place earlier in the month.

It was noted the Council's external cleaning contractors had been commissioned to undertake a weekly clean of the lower Cemetery public toilet blocks.

b) Replacement flag pole

Members were reminded that, at the last meeting of the Full Council, this committee had been asked to consider replacing the flag pole at Trane Cemetery.

Members held a considered discussion on whether a flag should be flown at the cemetery, and if so, which flags would be appropriate and on which occasions. It was suggested local schools could be invited to design a Tonyrefail flag.

It was agreed to source quotations for a replacement flag pole for consideration at the next meeting.

c) Refurbishment of public toilet blocks

Members were reminded that, at the last Full Council meeting the week before, the Cemetery Committee had been delegated authority to undertake the initial project development of the refurbishment of the upper and lower Cemetery public toilet blocks.

The Clerk outlined the phases of the project to tender stage.

Site visits would be carried out on 16th July at 11:00 by the working party consisting of Cllrs L Michel, M Davies, G Evans and A Richards.

Following on from the site visit, it was agreed the working party would draw up a list of non-negotiables by no later than 28th July 2025.

The programme of consultation was considered and agreed.

7. Cemetery Expansion

a) Update on Biodiversity Mitigation and Enhancement Scheme

The Clerk advised that two ecologists from Acer Ecology had carried out the survey on 5th June. Further information and maps that were requested subsequently, had been provided.

Acer updated that, following a review of the planning application and previous report, contact had been made with the RCT planning officer.

Members noted that once the Scheme had been produced, it would be submitted to the Planning Authority in order to discharge condition 3 of planning application 21/1056/10.

8. Memorial Management

a) Timetable for Memorial Testing – year 1, quarter 2

Members noted that the next round of inspections was scheduled for w/c 14th July 2025 and would cover approximately 95 plots within Section E of the cemetery.

9. Date of the next Cemetery inspection

The next Cemetery inspection would take place on Tuesday, 9th September 2025 at 10:30.

10. Date of the next Committee meeting

The next meeting of the Committee: Monday, 8th September 2025.

Meeting concluded at 7:19 pm.