



Minutes of the Meeting of the Council
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6:30pm on Thursday, 17th July 2025

Present: Cllr Glenn Evans (Chair)
Cllr Austin Davies
Cllr Mary Davies
Cllr Gerald Francis
Cllr Dan Lawrence
Cllr Linda Michel
Cllr Amanda Richards
Cllr Karen Webb

Officers: Ms Jo van Tonder (Clerk & RFO)

1. Apologies for absence

Apologies were received from Cllrs Ceirion Skym, Martin Barron and Danny Grehan.

2. Declarations of Interest

There were no declarations of interest made.

3. Public Questions

There were no members of the public present.

4. Minutes of the previous Meeting: 19th June 2025

It was proposed, seconded and

Resolved: To agree the minutes of the Ordinary Meeting held on 19th June 2025 as a true and accurate record.

5. Co-option to fill Casual Vacancy – Tylcha ward

Candidates: Mr Gerald Francis, Mr Gerald Martenko

Members confirmed they had received the written applications of the two candidates.

Despite the Council's Co-Option Procedure stating that, as not all candidates were in attendance, no candidate would be given the opportunity to speak, Gerald Francis was invited to address the meeting.

Both candidates were proposed and seconded.

Following a vote won by absolute majority, it was

Resolved: To co-opt Gerald Francis to the Council representing the ward of Tylcha.
Mr Francis signed the Declaration of Acceptance of Office as witnessed by and in the presence of the Clerk.

6. Governance and Administration

a) Recommendations of the Well-being of Future Generations (WFG) Committee

i) Strategic Plan 2025 – 2027

The Clerk presented the Strategic Plan for the remaining two years of this electoral cycle. It was noted the priorities focussed on Governance, the Environment and the Cemetery. The Clerk outlined the timeline for delivery of the stated objectives.

It was proposed, seconded and

Resolved: To accept the recommendation of the WFG Committee and adopt the Strategic Plan 2025 – 2027 as presented.

The Clerk expressed her disappointment at the lack of councillor engagement in both the process of setting the strategic goals and the review of the final document. She went on to remind members that this strategic plan would set the agenda for the Council's activities for the next two years.

ii) Biodiversity Action Plan 2025 – 2027

The Clerk reminded members that the Biodiversity Action Plan (BAP) was a statutory requirement of the Environment (Wales) Act 2016.

It was noted the Plan aligned with the six objectives of the Nature Recovery Action Plan Wales and detailed a comprehensive set of specific actions for the next two years to 2027.

The Clerk advised that the S6 Biodiversity Report due at the end of the year would be based on this BAP and would show how the Council had acted to meet its obligations.

Members were reminded that a Biodiversity Mitigation & Enhancement Scheme was in the process of being drawn up as part of the planning consent covering the Cemetery extension.

It was proposed, seconded and

Resolved: To accept the recommendation of the WFG Committee and adopt the Biodiversity Action Plan 2025 – 2027 as presented.

b) Training Plan 2025 – 2027

The Clerk advised members that the publication of a Training Plan was a statutory requirement under the Local Government and Elections (Wales) Act 2021 and went on to present the draft document.

Cllr G Evans expressed a preference for training to be delivered in a group setting, noting the benefits of shared learning and the opportunity to build stronger working relationships within the Council's committee structure. He also commented on current challenges affecting committee effectiveness, citing low participation and attendance as contributing factors.

The Clerk observed that a wider issue may be the lack of engagement with committee reports and ongoing matters, which could be impacting functionality.

Cllr Evans suggested the Clerk could produce a quarterly progress report for committees to review against targets.

It was agreed to consider the committee structure and how best to improve effectiveness as an agenda item for the next meeting.

It was proposed, seconded and

Resolved: To adopt the Training Plan 2025 – 2027 as presented.

c) Annual & Well-being Report 2024/25

The Clerk advised that both sections of this report were statutory.

It was noted that this, together with the Training Plan, had formed part of the Council's submission for external audit.

It was agreed members would assist with the compilation of the 2025/26 report.

7. Finance

a) Financial Accounts YTD 2025/26

The Clerk presented the quarterly Income & Expenditure against Budget report for the three months ended 30 June 2025. There were no anomalies to report.

b) Quarterly Bank Reconciliation

The Clerk presented the bank reconciliations and redacted end-of-quarter bank statements for the Unity Current and Unity Savings accounts as at 30 June 2025.

Members satisfied themselves that the reconciliations were in order and balanced to the respective bank statements.

c) Request for Grant Funding – Friends of Tynybryn Park

Cllr A Davies declared a personal interest in this item and took no part in the voting.

Members were advised of a funding request from the Friends of Tynybryn Park for a contribution of £10,000 from the Council's Community Infrastructure Levy (CIL) reserves towards the cost of constructing a bowl extension to the skate park. It was noted the group were seeking match funding from a range of other sources to meet the anticipated £100,000 total project cost.

Members considered the options presented by the Clerk and, after further discussion, it was proposed, seconded and

Resolved: To agree a conditional offer of £10,000 in the form of a Letter of Intent valid for 36 months, with release of funds subject to the Friends securing the remaining project funding.

d) Payments made since the last meeting – June 2025

Unity Current Account Transactions

Tonyrefail & District Community Council

For the period 16 June 2025 to 14 July 2025

Agenda item: 7(d)

Date	Description	Description	Credit
Unity Current Account			
Opening Balance			0.00
16 Jun 2025	Payment: Rhondda Cynon Taff	Rates	88.00
18 Jun 2025	Payment: *ICE Communications DD	Telephone system	60.00
18 Jun 2025	Payment: *Eon Next - Gas Staff Base	Utilities	25.64
20 Jun 2025	Payment: *Eon Next - office - DD**	Utilities	140.07
23 Jun 2025	Payment: *Certas Energy - DD	Fuel	263.82
23 Jun 2025	Payment: *Biffa Waste Services Ltd - DD	Waste	48.50
23 Jun 2025	Payment: *Biffa Waste Services Ltd - DD	Waste	272.82
24 Jun 2025	Payment: Ladders 999	Equipment purchase	256.80
24 Jun 2025	Payment: N D Electrical	Electrical testing	940.00
24 Jun 2025	Payment: Shaunna Evans	Cleaning	22.00
24 Jun 2025	Payment: Central Bar & Catering Supplies Ltd.	Cleaning supplies	93.07
24 Jun 2025	Payment: Viking Payments	Stationery	48.80
27 Jun 2025	Payment: British Gas DD**	Utilities	36.51
30 Jun 2025	*Welsh Water - DD (851215840012)	Utilities	437.00
30 Jun 2025	*Unity Trust Bank	Bank charges	13.95
30 Jun 2025	*Unity Trust Bank	Bank charges	11.70
30 Jun 2025	Payment: Boverton Nurseries	Floral Displays	2,352.96
30 Jun 2025	Payment: Griffiths Security & Smart Technology Ltd	Security	1,280.40
30 Jun 2025	Payment: One Voice Wales	Training	84.00
30 Jun 2025	Payment: Prichards	Vehicle hire	1,303.16
30 Jun 2025	Payment: Teleshore UK	Equipment servicing	62.82
30 Jun 2025	Payment: Teleshore UK	Equipment servicing	447.54
30 Jun 2025	Payment: The Arb Team	Tree maintenance	1,440.00
30 Jun 2025	Payment: The Training Office	Training	330.00
30 Jun 2025	Payment: Amazon Payments	Stationery	84.73
01 Jul 2025	Payment: *Core Synergy Ltd - STO (prev. Function 28)	Website	48.00
01 Jul 2025	*DVLA	Vehicle Tax	29.31
01 Jul 2025	Payment: Tonyrefail Community School	Events - part-payment Xmas 2025	5,000.00
01 Jul 2025	Payment: Rhondda Bowlers	Windfarm Grant (Borough Cllrs)	500.00
07 Jul 2025	Payment: *Certas Energy - DD	Fuel	1.20
08 Jul 2025	Payment: Shaunna Evans	Cleaning	121.00
11 Jul 2025	Payment: *Xero (UK) Ltd - DD	Software	39.60
14 Jul 2025	Payment: *Certas Energy - DD	Fuel	140.03
14 Jul 2025	RCTCBC - Pensions	Pensions	3,755.73
14 Jul 2025	HMRC - PAYE & NI	HMRC	4,810.39
			<u>24,589.55</u>

e) Accounts for Payment – July 2025

Aged Payables Detail

Agenda item: 7(e)

Tonyrefail & District Community Council

As at 31 July 2025

Ageing by due date

Invoice Date	Invoice Reference	Description	Total
*PEAC (pay inv)			
20 May 2025	306/26/0015690	Copier Rental	254.18
Total *PEAC			254.18
1st Choice Fire Protection (Wales) Ltd			
03 Jul 2025	11071	Extinguishers	426.60
Total 1st Choice Fire Protection (Wales) Ltd			426.60
Amazon Payments			
17 Jun 2025	GB5016M2YN6Y7I	Stationery	5.76
29 Jun 2025	GB54T9C13AEUI	Stationery	45.14
29 Jun 2025	GB54T5AWBAEUI	Stationery	8.99
Total Amazon Payments			59.89
Dale Evans Plant Training			
30 Jun 2025	0653	Training	1,800.00
Total Dale Evans Plant Training			1,800.00
Forest Park & Garden			
15 Apr 2025	SI 148034	2x strimmers, blower	1,619.72
25 Apr 2025	SI 147511	Equipment	31.45
19 May 2025	SI 147512	Equipment repair	144.90
Total Forest Park & Garden			1,796.07
Mighty Oaks Tree Solutions			
03 Jul 2025	004454	Tree surgery	3,204.00
Total Mighty Oaks Tree Solutions			3,204.00
MRS Training & Rescue			
14 Jul 2025	MRS2473	Training	246.00
Total MRS Training & Rescue			246.00
Norfolk Parish Training & Support			
23 Jun 2025	21635	Training	144.00
Total Norfolk Parish Training & Support			144.00
One Voice Wales			
19 Jun 2025	9634	Training	42.00
27 Jun 2025	9717	Training	84.00
Total One Voice Wales			126.00
Parish Online			
23 Jun 2025	00PF028-0004	Subscription	486.00
Total Parish Online			486.00
Prichards			
30 Jun 2025	8078112	Equipment hire	1,303.16
Total Prichards			1,303.16
The National Allotment Society			
30 Jun 2025	S22838	Membership	120.00
Total The National Allotment Society			120.00
Vale Consultancy			
14 Jul 2025	18362	Survey Penrhiwfer wall	900.00
			900.00
Woodland Walk Garden Centre			
24 Jun 2025	209	Bedding plants	175.74
07 Jul 2025	210	compost	370.00
Total Woodland Walk Garden Centre			545.74
Total			11,411.64

It was proposed, seconded and

Resolved: To approve the accounts for payment.

8. Planning & Development Control

- a) **25/0649/FUL** - Proposed change of use of existing day nursery centre (D1 use class) to create three self-contained supported flats (C3 use class), staff facilities, and associated works at Four Seasons Activity Centre 33 Heol-y-Glyn, Tonyrefail CF39 8LL
- b) **25/0674/TEL** - Install fixed line broadband electronic communications apparatus (9M Light wooden pole) at St John's Road, Tonyrefail
- c) **25/0677/DIS** - Discharge of Condition 8 Construction Method Statement of planning permission 24/0341/HYB at Land Off Wilfried Way, Tonyrefail
- d) **25/0690/NMA** - Non Material Amendment to the external appearance of the apartment block including change in material to the rear elevation, changes to the entrance and porch area and very minor changes to the internal arrangement at Parc Eirin, Wilfried Way, Tonyrefail CF39 8QD
- e) **25/0702/FUL** - Proposed first floor Two Bedroom extension on top of existing single storey extension at 13 Church Road, Penrhiw-fer CF40 1RY
- f) **25/0711/RES** - Approval of reserved matters relating to Plot 2 of planning permission 24/0341/HYB at Land Off Wilfried Way, Tonyrefail CF39 8JQ

Noted with no further comment.

Members discussed the pre-planning consultation on land opposite Coedely Garage, Ely Valley Road, details of which the Council had recently been made aware. The Clerk was asked to draft an objection for circulation and further comment.

9. Committee updates

a) Open Spaces, Allotments & Rights of Way Committee

Members went through the minutes of the last committee meeting.

With regards to an item on the awaited bus shelter at Capel Stores, Cllr A Davies commented that there had never been a need to consult with surrounding homeowners and suggested a letter advising them of the plans should be sent instead.

b) Cemetery Committee

It was noted the committee was planning to replace the flag pole. Members discussed the possibility of holding a competition for the local schools to design a flag.

Members were updated on the public toilet refurbishment project and the Biodiversity Mitigation and Enhancement Scheme.

c) Well-being of Future Generations Committee

No further report was received.

10. Members' Reports – for information only

Cllr L Michel: i) reported the 172 bus service had been reinstated due to public pressure.

- Cllr K Webb: i) advised the problems with missed dog waste collections had been resolved.
- ii) advised that the Penrhiwfer Residents' Association was eager to acquire a community centre and had been considering refurbishing the church. Williamstown School had a new headmaster with many ideas on increasing the availability of school facilities for a wider community use.

8:26pm - Cllr G Evans temporarily left the meeting

- Cllr D Lawrence: i) reported he had visited Penrhiwfer and Edmondstown and suggested more floral displays would be welcomed.
- ii) reported a number of youngsters were making the area around the social club unsafe with their antisocial behaviour.
- iii) asked if there was scope for a splash pool at Tynybryn Park.
- Cllr M Davies: i) reported a trailer had been left on Penrhiwfer Road for three weeks before being removed following complaints.
- ii) asked after the ownership of the original Tynybryn / Nant Eirin Park.
- Cllr G Evans: i) asked the Clerk to follow up once more with CADW to secure a meeting.

11. Date of the next meeting

The next meeting will be held on 18th September 2025.

Meeting concluded at 8:38pm