



Minutes of the Meeting of the Council
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6:30pm on Thursday, 16th October 2025

Present: Cllr Glenn Evans (Chair)
Cllr Gerald Francis (online)
Cllr Danny Grehan
Cllr Dan Lawrence
Cllr Linda Michel
Cllr Amanda Richards
Cllr Ceirion Skym
Cllr Karen Webb (late arrival)
Cllr Austin Davies
Cllr Mary Davies

Officers: Ms Jo van Tonder (Clerk & RFO)

1. Apologies for absence

Apologies were received from Cllr Martin Barron.

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: 18th September 2025

It was proposed, seconded and

Resolved: To agree the minutes of the Ordinary Meeting held on 18th September 2025 as a true and accurate record.

5. Finance, Governance and Administration

a) Financial Accounts YTD 2025/26

Members considered the income and expenditure against budget for the six months ending 30th September 2025.

The Clerk presented an analysis of reserves for the 2025 and 2026 financial years.

It was noted Earmarked Reserves at the start of the current financial year amounted to £190,559.41. General Reserves as at 30th September 2025 with six months of the financial year

remaining, were £202,595.69. It was anticipated that General Reserves would represent in the region of 37% of general expenditure at financial year end.

It was agreed the Council's financial position was greatly improved on previous years.

6:34pm – arrival of Cllr Karen Webb

b) Payments made since the last meeting – September 2025

Unity Current Account Transactions

Tonyrefail & District Community Council

For the period 13 September 2025 to 13 October 2025

Date	Description	Description	Credit
15 Sep 2025	Rhondda Cynon Taff	Rates	88.00
16 Sep 2025	*Eon Next - office - DD**	Utilities	3.81
16 Sep 2025	Lloyds Multipay Card **DD**	Purchases various	242.35
17 Sep 2025	*ICE Communications DD	Telephone	60.00
17 Sep 2025	*Eon Next - Gas Staff Base	Utilities	10.82
19 Sep 2025	*ICO	Subscription	47.00
22 Sep 2025	PEAC (inv pmts)	Copier	254.18
22 Sep 2025	Shaunna Evans	Cleaning	198.00
22 Sep 2025	Amazon Payments	Stationery	288.22
22 Sep 2025	*Certas Energy - DD	Fuel	243.79
22 Sep 2025	*Biffa Waste Services Ltd - DD	Waste	272.82
26 Sep 2025	Forest Park & Garden	Repairs & Maintenance	197.72
26 Sep 2025	Prichards	Equipment Hire	1,303.16
26 Sep 2025	RCTCBC - Allotment Rent	Rent	21.00
26 Sep 2025	British Gas (Staff Base Electric)	Utilities	35.57
01 Oct 2025	*Core Synergy Ltd - STO	Website	48.00
01 Oct 2025	*Screwfix DD	Cemetery expenses	17.19
01 Oct 2025	*Screwfix DD	Cemetery expenses	85.14
06 Oct 2025	*Certas Energy - DD	Fuel	1.20
10 Oct 2025	Harrison Flagpoles	Assets	551.94
15 Sep 2025	HMRC - PAYE & NI	HMRC	6,213.03
15 Sep 2025	RCTCBC - Pensions	Pensions	4,704.37
29 Sep 2025	*Welsh Water - DD (851215840012)	Water	437.00
29 Sep 2025	Friends of Tyn-y-Bryn Park	Grant	450.00
29 Sep 2025	Helping Hands	Grant	500.00
29 Sep 2025	The Gentlemen Songsters	Grant	180.00
29 Sep 2025	Tonyrefail Environment Association	Grant	345.00
	Tonyrefail Environment Association	Grant - returned payment	-345.00
29 Sep 2025	Wannabe Warriors	Grant	480.00
30 Sep 2025	*Unity Trust Bank	Bank charge	13.20
30 Sep 2025	*Unity Trust Bank	Bank charge	15.60
01 Oct 2025	*DVLA	Road tax	30.18
02 Oct 2025	Amanda Richards	Members allowances	104.00
02 Oct 2025	Austin Davies	Members allowances	104.00
02 Oct 2025	Ceirion Skym	Members allowances	354.00
02 Oct 2025	Daniel Lawrence	Members allowances	104.00
02 Oct 2025	Karen Webb	Members allowances	104.00
02 Oct 2025	Linda Michel	Members allowances	104.00
02 Oct 2025	Martin Barron	Members allowances	104.00
02 Oct 2025	Mary Davies	Members allowances	104.00
09 Oct 2025	Tonyrefail Environment Association	Grant	345.00
	Tonyrefail Environment Association	Grant - returned payment	-345.00

c) Accounts for Payment – October 2025**Aged Payables Detail**

Tonyrefail & District Community Council

As at 31 October 2025

Supplier	Total
Amazon Payments - Various stationery and consumables	127.89
Central Bar & Catering Supplies Ltd - Cleaning Supplies	172.57
Joanna van Tonder - Expenses - zoom subscription	155.88
Prichards - Digger/Dumper hire	1,303.16
RCTCBC - Other Services – Bus shelters x2	7,500.00
Rhondda Radio - Radio roadshow 1/12/25	250.00
Shaunna Evans - Cleaning Service	132.00
Shutter Door Services – repairs to shutters	177.60
SLCC – Clerk's training	432.00
Teleshore UK - Soil box purchase	2,178.00
The Arb Team - Tree services (emergency)	960.00
The Gentlemen Songsters – Awards Night entertainment	150.00
Tonyrefail Environment Association - Grant payment – Chq 300019	345.00
Town & Country - Repairs & Maintenance	359.93
	14,244.03

It was proposed, seconded and

Resolved: To approve the accounts for payment.**6. Matters arising from Committees****a) Rebuilding of Penrhiwfer Allotments wall**

Members noted the Clerk's report wherein she advised the threshold for tender had been met for the construction of a mass concrete wall to replace the existing partial retaining wall at Penrhiwfer Allotments.

It was noted the decision to opt for a mass concrete wall had been taken by the Open Spaces, Allotments & Rights of Way Committee in line with their delegated remit, and had been based on an assessment of the options and advice of the surveyor.

Members were eager to consider the benefits of a Gabion wall and asked the Clerk to source a quotation for comparison purposes. The Clerk reminded members that no technical drawings had been commissioned for a gabion wall.

It was proposed, seconded and

Resolved: To defer a decision on this matter until after an estimate for a gabion wall could be sourced.

b) Removal of asbestos from allotment sites

Members were reminded of the presence of sheets of cement-bonded asbestos corrugated roofing panels on the Council's five allotment sites.

The Clerk reiterated the Council's responsibilities under the Control of Asbestos Regulations 2012 and the Health and Safety at Work etc. Act 1974. Her report outlined the difference between *non-licensable* and *non-licensable but notifiable* work. It was noted that the removal of the asbestos sheets from the allotments would almost certainly fall under the category of non-licensable work.

It was noted that, under S14.8 of the Allotment Association Agreement, the associations had a primary responsibility for the removal of "*glass, asbestos or other hazardous substances*".

Members were made aware of the risks posed when removing the materials that included changes to ground stability and soil contamination.

Following further discussion, it was proposed, seconded and

Resolved: To commission a licenced waste removal contractor to remove and dispose of the asbestos on the condition that:

1. Associations extract the waste and move it to one collection point, and
2. At their own expense, Associations make good where the removal of sheets creates a hazard or impacts the effective use of a plot.

Members requested an extraordinary meeting be called to discuss the Penrhiwfer Allotment site further.

7:27pm – Cllr Danny Grehan left the meeting

c) Conflicting decisions regarding holding a flag design competition

The Clerk advised that, at a meeting of the Cemetery Committee on 8th September 2025, it had been agreed to hold a competition amongst local schools to design a new Council flag. However, the Events Committee at its meeting on 15th September 2025, resolved not to hold a flag design competition.

As there was a conflict between the two committees' decisions, the decision of the Full Council prevails.

It was proposed, seconded and

Resolved: To ratify the decision of the Events Committee to not hold a competition to design a new Council flag, but rather, to source quotations for a flag based solely on the Council's logo.

7. Planning & Development Control

- a) 25/0959/DIS** - Discharge of condition 11 (scheme to deal with contamination) - Land off Wilfred Way
- b) 25/0979/FUL** - Proposed loft conversion - 80 Highfields, Tonyrefail
- c) 25/0950/DIS** - Discharge of conditions 2c and 4 (chimney flue specification) - Farmhouse Tylcha Wen Farm, Gelli-r Haidd Tonyrefail CF39 8AQ

- d) 22/0788/RVOC** - Variation of condition 2, house types and general amendments to planning permission 18/0736/10 - Former Hillside Country Club, Collenna Farm, Tonyrefail

No further comments were made.

8. Committee updates

a) Open Spaces, Allotments & Rights of Way Committee

Cllr Evans advised that Council staff had cleared Tydy Lane however, there was still a right of way in the area that was blocked. Members agreed RCTCBC footpaths team was severely overstretched with further budget cuts, likely.

b) Staffing Committee

Cllr Michel advised recruitment was underway to fill the Cemetery Administrator vacancy.

9. Members' Reports – for information only

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|----------------|--|
| Cllr C Skym: | i) advised that tipping had recommenced in Coedely and that the reason given was to fill an apparent sink hole.

ii) advised the Chamber of Trade would be asking the Council for permission to hang baubles on their Christmas trees. |
| Cllr L Michel: | i) asked the Clerk to follow up with contractors regarding the installation of CCTV on Waunrhydd Road.

ii) reported a bench on Station Road in need of refurbishment. |

Members went on to discuss opportunities for the Council staff to talk to councillors and it was felt that a staff meeting with members would provide such an opportunity. The Clerk asked members if they had specific concerns that she, as line manager, could address but this appeared not to be the case.

Members began discussing membership of the Events Committee and it was felt it would be beneficial if all councillors were members of this committee. The Clerk advised that all members were permitted to attend any committee meeting but it was thought attendance numbers would improve if all councillors were members. The Clerk advised this would require a resolution to change the Terms of Reference.

10. Date of the next meeting

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

Meeting concluded at 8:08pm