



Minutes of the Meeting of the Council
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6:30pm on Thursday, 18th December 2025

Present: Cllr Ceirion Skym (Chair)
Cllr Martin Barron
Cllr Gerald Francis
Cllr Dan Lawrence
Cllr Linda Michel
Cllr Karen Webb

Absent: Cllr Amanda Richards

Officers: Ms Jo van Tonder (Clerk & RFO)

1. Elect Chair and Vice Chair

Cllr Ceirion Skym was nominated, seconded and it was

Resolved: To elect Cllr C Skym unopposed as Chair for the year ending May 2026.

Cllr Martin Barron was nominated, seconded and it was

Resolved: To elect Cllr M Barron unopposed as Vice Chair for the year ending May 2026.

2. Declarations of Acceptance of Office

Cllrs C Skym and M Barron signed the Declarations of Acceptance of Office as witnessed by and in the presence of the Clerk.

3. Apologies for absence

Apologies were received from Cllrs Danny Grehan and Austin Davies.

6:35pm – Cllr K Webb arrived

4. Declarations of Interest

There were no declarations of interest made.

5. Public Questions

There were no members of the public present.

6. Minutes of the previous Meeting: 20th November 2025

It was proposed, seconded and

Resolved: To agree the minutes of the Ordinary Meeting held on 20th November 2025 as a true and accurate record.

Cllr Michel raised the point that, despite having been mentioned under “Members’ Reports” at the previous meeting, there were no Ferrero Roche chocolates on the table at the Seniors’ Dinner. The Clerk suggested this could be raised at a future Events Committee meeting.

Members discussed reintroducing a Chair’s Allowance to cover minor expenditure hitherto paid for by the Clerk.

7. Casual Vacancies – Collenna and Tyn-y-Bryn wards

Members noted the vacancies that had arisen following the recent resignations of Cllr Glenn Evans and Cllr Mary Davies.

The Clerk advised the Notices of Vacancy had been published and the Council would be advised if co-option could commence once the deadline for the calling of a by-election had passed.

8. Finance and Administration

a) One Voice Wales AGM representative

The Clerk advised that one representative from the Council was required to attend the upcoming virtual One Voice Wales AGM and vote on the Council’s behalf.

Cllr Karen Webb was nominated, seconded and it was

Resolved: To appoint Cllr K Webb as the Council’s representative at the OVW AGM with delegated authority to vote on the Council’s behalf.

b) Amendment to Bank Signatories

The Clerk advised that, with Cllr Glenn Evans’ resignation, an amendment to the list of authorised Unity Bank signatories was required to remove Cllr Evans.

It was proposed, seconded and

Resolved: To rescind the authority of Glenn Evans to act as a signatory on the Council’s two Unity Trust Bank accounts with immediate effect.

c) Financial Accounts YTD 2025/26

The Clerk presented the Income & Expenditure statement for the eight months ending 30th November 2025.

d) Payments made since the last meeting – November 2025

Unity Current Account Transactions

Tonyrefail & District Community Council

For the period 21 November 2025 to 16 December 2025

Date	Payee	Description	Credit
Unity Current Account			
21 Nov 2025	*Eon Next - Gas Staff Base	Gas	118.89
24 Nov 2025	*Biffa Waste Services Ltd - DD	Refuse	218.26
25 Nov 2025	Aingie Cripps Melody	Expenses	36.26
25 Nov 2025	Amazon Payments	Various (events, R&M)	823.76
25 Nov 2025	John Rees Plumbing & Heating	Repairs - heating	180.00
25 Nov 2025	One Voice Wales	Training	500.00
25 Nov 2025	Prichards	Equipment hire digger/dumper	1,303.16
25 Nov 2025	Shaunna Evans	Cleaning	165.00
25 Nov 2025	Shutter Door Services	Repairs - office shutters	237.60
25 Nov 2025	The Windmill Restaurant	Events - awards night food	455.00
25 Nov 2025	Town & Country	Materials - spoil heap build	382.84
25 Nov 2025	Viking	Stationery	65.58
26 Nov 2025	*British Gas (Staff Base Electric) DD	Electric	22.75
28 Nov 2025	*Welsh Water - DD (851215840012)	Water	437.00
30 Nov 2025	*Unity Trust Bank	Bank charges	16.35
01 Dec 2025	*Certas Energy - DD	Fuel	1.20
01 Dec 2025	*Core Synergy Ltd - STO (prev. Function 28)	Website	48.00
01 Dec 2025	*DVLA	Vehicle tax	30.18
01 Dec 2025	*Screwfix DD	Repairs - various consumables	66.83
02 Dec 2025	Capel Resource Centre	Grant	400.00
02 Dec 2025	Edmondstown Welfare Hall	Grant	500.00
02 Dec 2025	Friends of St. John's	Grant	500.00
02 Dec 2025	Llan Ministry Area	Grant	420.00
02 Dec 2025	Refail Runners	Grant	475.00
02 Dec 2025	Taff Ely Ladies Choir	Grant	485.00
02 Dec 2025	Tonyrefail Ladies Choir	Grant	500.00
02 Dec 2025	Tonyrefail Play Partnership	Grant	500.00
02 Dec 2025	Tonyrefail U3A	Grant	500.00
02 Dec 2025	Young at Heart	Grant	450.00
10 Dec 2025	Families Supporting Families	Grant	200.00
10 Dec 2025	Friends of Tyn-y-Bryn Park	Grant	500.00
10 Dec 2025	New Life Community Church	Grant	500.00
11 Dec 2025	*Xero (UK) Ltd - DD	Software	44.40
12 Dec 2025	HMRC - PAYE & NI	HMRC	4,856.67
12 Dec 2025	RCTCBC - Pensions	Pensions	3,698.52
15 Dec 2025	Rhondda Cynon Taff	Rates	88.00
16 Dec 2025	*Eon Next - office - DD**	Electric	180.24
16 Dec 2025	*Lloyds Multipay Card **DD**	Various - fees	275.31
Total			20,181.80

e) Accounts for Payment – December 2025

Aged Payables Detail

Tonyrefail & District Community Council

As at 31 December 2025

Ageing by due date

Invoice Date	Description	Total
Acer Ecology	Consultancy - discharge of planning	2,448.00
Aingie Cripps Melody	events expenses (seniors dinner decorations)	18.08
Amazon Payments	Various	132.35
C & L Garden and Tree Services	Christmas tree supply/install	1,682.50
Central Bar & Catering Supplies Ltd.	Cleaning supplies	115.20
Cor Cwm Rhondda	Events - choir at Christmas switch on	150.00
Griffiths Security & Smart Technology Ltd	Security - alarm call outs x 2	120.00
ICCM	Training - Cemetery digger/dumper training	3,558.00
Lite Ltd	Christmas lights hire	2,366.94
PC Help Services	Computer software	420.00
PEAC (inv pmts)	Copier rental	254.18
Prichards	Plant & machinery - hammer att.for digger; hire of digger & dumper	5,623.16
Shaunna Evans	Cleaning services	99.00
The Wash Shop	Events - table cloth washing	84.00
The Windmill Restaurant	Events - seniors dinner meal	2,925.00
Valleys Waste Services	Allotments - asbestos collections x 3	1,573.20
Viking Payments	Stamps/WD 40	87.81
Total		21,657.42

It was proposed, seconded and

Resolved: To approve the accounts for payment.

f) Budget 2026/27

The Clerk advised that the draft budget would be drawn up over the next few weeks and members were given the opportunity to contribute ideas and comments.

9. Matters pertaining to Governance

a) S6 Biodiversity Report 2023-2025

The Clerk presented the S6 Biodiversity Report for the period 2023 to 2025 and reminded members that the publication of this report was a statutory duty under the Environment (Wales) Act.

It was proposed, seconded and

Resolved: To agree the S6 Biodiversity Report 2023-2025 for publication, as presented.

b) Committee membership in light of casual vacancies

Members were presented with the current committee membership and were asked to consider filling some of the gaps.

After discussion, it was proposed, seconded and

- Resolved:**
1. To remove Cllr L Michel from Finance Committee, and add Cllr D Lawrence.
 2. To add Cllr C Skym to the OAR Committee.
 3. To add Cllr K Webb to the Cemetery Committee.

c) Amendment to Events Committee Terms of Reference

Members were reminded that a request had been made to the Clerk to amend the Events Committee's terms of reference so as to expand membership of the committee to all councillors.

Members discussed this and considered whether there was a need for such a change.

It was proposed, seconded and

- Resolved:**
- To reject the proposed amendment and retain the current committee membership structure, where the matter could be reconsidered, if necessary, in May 2026.

10. Matters pertaining to Penrhiwfer Allotments

a) Type of retaining wall required

The Clerk advised members that the office had been unable to make contact with the surveyor to arrange another site visit to discuss the suitability of the various wall options.

Members noted the advice previously given by the surveyor to the OAR Committee that suggested either a mass concrete wall or a cavity reinforced concrete wall would be most appropriate for the site, conditions and purpose.

It was also acknowledged that the OAR Committee, with duly delegated authority, had taken a decision to proceed with a mass concrete wall and commissioned the production of structural drawings earlier in the year.

After discussion, it was proposed, seconded and

- Resolved:**
- To proceed with the construction of a Mass Concrete block wall, as per the design specifications already commissioned.

b) Not applicable

c) Proceed to Tender on a Mass Block retaining wall

Members were reminded that initial quotations had exceeded the £25,000 Government Procurement Threshold for Tender and as such, procurement regulations applied.

The Clerk explained the tender process to be followed.

It was proposed, seconded and

- Resolved:**
- To proceed to tender.

11. Planning & Development Control

- a) **25/1215/DIS** - Discharge of Condition 19 (Hydrological Mitigation Plan) of planning permission DNS/3280378 - Mynydd Y Glyn Wind Farm Land 1Km East of Trebanog And 600M Southeast of Glynfach Trebanog CF72 8LQ
- b) **25/1185/DIS** - Discharge of Condition 37 (Micro siting) of planning permission DNS/3280378 - Mynydd Y Glyn Wind Farm Land 1Km East of Trebanog and 600M Southeast of Glynfach Trebanog CF72 8LQ
- c) **25/1188/DIS** - Discharge of Condition 4 (Turbine Details) of planning permission DNS/3280378 - Mynydd Y Glyn Wind Farm Land 1Km East of Trebanog And 600M Southeast of Glynfach Trebanog CF72 8LQ
- d) **25/1015/FUL** - Creation of 1 no. bedsit flat and 2 no. 1 bedroom flats - Edmunds Carpets and Rug Retailer 6 High Street Tonyrefail Rhondda Cynon Taf CF39 8PG
- e) **25/1194/DIS** - Discharge of condition 3 of planning permission 21/1056/FUL (Biodiversity mitigation and enhancement) of planning permission 21/1056/FUL - Tonyrefail Cemetery Gilfach Road Tonyrefail CF39 8HL
- f) **25/1101/FUL** - existing conservatory demolished and replaced with single storey rear extension - 35 Mountain View Tonyrefail Rhondda Cynon Taf CF39 8JG
- g) **25/1243/NMA** - Non-Material Amendment to planning permission 18/0736/FUL to omit number of units from description of development - Former Hillside Country Club Collenna Farm Tonyrefail CF39 8AX

No further comments were made.

12. Committee updates

a) Cemetery Committee

Members were advised that, at its last meeting, the committee had agreed the project brief for the public toilet refurbishment project.

In addition, members had been updated on the redesign of M and L Sections, with a view to creating more accessible paths around the plots.

13. Members' Reports – for information only

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|------------------|---|
| Cllr G Francis: | i) suggested a Thank You card could be sent to former councillors Glenn Evans and Mary Davies. |
| Cllr D Lawrence: | i) advised another visit with Penrhiwfer Allotment association had been planned. Clerk to forward copy of the association agreement to Cllrs Lawrence and Barron. |
| Cllr L Michel: | i) expressed deep concern raised with her by a resident of a dangerous shed-like structure on Station Road. She advised the matter had been reported to RCT Environmental Health and was ongoing. |
| Cllr M Barron: | i) reported the Christmas event held at the school had gone very well. Cllr Barron passed on cards and letters of thanks from pupils and parents alike. |

14. Date of the next meeting

The next meeting will be held on 15th January 2026.

Meeting concluded at 8:02pm