



Minutes of the Meeting of the Council
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6:00pm on Thursday, 19th February 2026

Present: Cllr Ceirion Skym (Chair)
Cllr Martin Barron
Cllr Austin Davies
Cllr Danny Grehan
Cllr Gerald Francis
Cllr Dan Lawrence
Cllr Linda Michel
Cllr Amanda Richards
Cllr Karen Webb

Co-opted: Cllr Ceri Jones
Cllr Steven Kiff

Officers: Ms Jo van Tonder (Clerk & RFO)

1. Apologies for absence

No apologies for absence were received; all members present.

2. Declarations of Interest

There were no declarations of interest made.

3. Public Questions

The members of the public present raised no questions.

4. Minutes of the previous Meeting: 15th January 2026

It was proposed, seconded and

Resolved: To agree the minutes of the Ordinary Meeting held on 15th January 2026 as a true and accurate record.

5. Minutes of the Extra Ordinary Meeting: 5th February 2026

It was proposed, seconded and

Resolved: To agree the minutes of the Extra Ordinary Meeting held on 5th February 2026 as a true and accurate record.

6. Applicants for co-option to fill casual vacancy – Tyn-y-Bryn ward

Candidates: Mr Ceri Jones, Mr Steven Kiff, Mr Dafydd Morris

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

The Clerk advised that, per the Council's Co-Option Procedure, as not all three candidates had been able to attend the meeting, no candidate would be given the opportunity to speak. Instead, members would rely on the application forms.

It was proposed, seconded and

Resolved: To nominate all three candidates for the voting round.

Following a vote won by absolute majority, it was

Resolved: To co-opt Steven Kiff to the Council representing the ward of Tyn-y-Bryn.

Mr Kiff signed the Declaration of Acceptance of Office as witnessed by and in the presence of the Clerk.

7. Applicants for co-option to fill casual vacancy – Collenna ward

Candidates: Mr Ceri Jones, Mr Dafydd Morris

It was proposed, seconded and

Resolved: To nominate Ceri Jones for the voting round.

Following a unanimous vote, it was

Resolved: To co-opt Ceri Jones to the Council representing the ward of Collenna.

Mr Jones signed the Declaration of Acceptance of Office as witnessed by and in the presence of the Clerk.

Cllrs Kiff and Jones were invited to join members at the table.

8. Welsh Refugee Council request to address members

Members noted e-mail correspondence received the previous week and it was agreed to invite a representative to the next meeting of the Council in March.

9. Finance

a) Quotations for the replacement of the Trane Office roof

The Clerk advised members that an error had been made in the presentation at the previous meeting, of the three quotes received for the Office roof repairs. She advised that one quotation amount was inadvertently understated.

Members agreed, on the basis of new information, to set aside Standing Order 7 that prohibits the reversal of a resolution within six months to reconsider the submissions.

Following confirmation of the localities of the contractors, it was proposed, seconded and

Resolved: To appoint HP Roofing & Building to undertake a full re-roof with insulation and pitch with a 20-year warranty at a cost of £11,600 + VAT.

b) Financial Accounts YTD 2025/2026

The Clerk presented the accounts to 31st January 2026 and explained the four cost categories where the budget had been exceeded. It was noted allotment expenditure included the removal of asbestos from the five allotment sites.

c) Payments made since the last meeting – January 2026

Unity Current Account Transactions

Tonyrefail & District Community Council

For the period 16 January 2026 to 19 February 2026

Date	Payee	Description	Credit
16 Jan 2026	Lloyds Multipay	Bank Charges	3.00
16 Jan 2026	Ice Communications	Telephone	120.42
19 Jan 2026	British Gas	Utilities	41.18
19 Jan 2026	Certas	Fuel	391.63
20 Jan 2026	Eon	Utilities	922.93
20 Jan 2026	Amazon	Stationery	61.88
20 Jan 2026	Spring Clean	Cleaning	71.40
20 Jan 2026	SLCC	Membership	253.00
20 Jan 2026	Valleys Waste Services	Waste	2,116.80
26 Jan 2026	Biffa	Waste	315.63
28 Jan 2026	Welsh Water	Utilities	437.00
30 Jan 2026	Toshiba Tec	Photocopier	79.94
30 Jan 2026	Forest Park & Garden	H&S Equip	93.37
30 Jan 2026	Prichards	Equip.Hire	1,303.16
02 Feb 2026	DVLA	Vehicle Tax	30.18
02 Feb 2026	Core Synergy	Website	48.00
11 Feb 2026	Xero	Software	44.40
13 Feb 2026	Gallagher Insurance	Vehicle Insurance	985.20
16 Feb 2026	HMRC	Hmrc Tax	4,649.39
16 Feb 2026	Lloyds Multipay	Cemetery - Paving	78.60
16 Feb 2026	RCTCBC - Pensions	Pensions	3,715.27
			<u>15,762.38</u>

d) Accounts for Payment – February 2026

Aged Payables Detail

Tonyrefail & District Community Council

As at 28 February 2026

Ageing by due date

Supplier	Description	Total
Amazon Payments	Various	38.84
Arch Utility Services (SW) Ltd	Waste Transfer	570.00
C & L Garden and Tree Services	Events - Christmas trees	615.00
Centregreat Limited	Events - Christmas lights	5,468.40
Forest Park & Garden	Equipment - blower	316.87
Gallagher Insurance	Insurance - vehicle	985.20
Griffiths Security & Smart Technology Ltd	Security - callouts	120.00
Lewis Merthyr Band	Events - Remembrance	400.00
LMB Plumbing & Heating Limited	Repairs - boiler service	84.00
Prichards	Equipment Hire	1,303.16
Shaunna Evans	Cleaning	176.00
SLCC	Training	105.30
Town & Country	Building materials	159.55
Valleys Waste Services	Asbestos removal	930.00
Total Payable		<u>11,272.32</u>

It was proposed, seconded and

Resolved: To approve the accounts for payment.

10. Recommendations of the Cemetery Committee

a) Cemetery Regulations v2026

Members were presented with the draft regulations that, when adopted, would replace the version last amended in 2012.

The Clerk outlined some of the key differences between the old and new version, especially around memorials and clarification of the permitted sizes.

Members noted the Cemetery Committee had scrutinised the draft and had made one minor change to the wording in Section 7.3 and amended the cemetery opening times to reflect the clock changes.

It was proposed, seconded and

Resolved: To adopt the Cemetery Regulations v2026 as presented and effective, immediately.

b) Expiry of Exclusive Rights of Burial Policy v2026

The Clerk briefly explained the processes and procedures around the issuing of Exclusive Rights of Burial (ERoB) and their subsequent expiry after a 50-year term.

Members noted that, from 10th March 2027, a number of ERoBs issued on Trane Cemetery plots were due to expire and the policy presented at this time sought to establish how the Council would administer ERoBs as and when the deeds reached expiry.

Members were mindful of the implications of the policy and careful consideration was given to the policy provisions. It was agreed to include a line under Section 10.2 that would require the Council to take and retain photographs of any memorial removed from a plot.

It was proposed, seconded and

Resolved: To adopt the Expiry of Exclusive Rights of Burial Policy v2026 as amended and effective, immediately.

11. Planning & Development Control

- a) 26/0065/TPO** - T1 Oak in front garden, carry out a 2-meter crown reduction back to suitable live growth point - Ty Ddewi Bungalow, 7 Tylcha Fach Close, Tonyrefail, CF39 8BU
- b) 25/1242/FUL** - Retention of outbuilding (retrospective planning) - Ton Yr Awel, Mill Street, Tonyrefail, CF39 8AA
- c) 26/0048/FUL** - Proposed detached double garage - 28 Gelli Seren Close, Thomastown, CF39 8EF
- d) 26/0009/FUL** - Proposed resubmission of planning application 25/0863/FUL 2 Beech wood Drive, Tonyrefail - 2 Beech Wood Drive, Tonyrefail, CF39 8JE

No further comments were made.

12. Members' Reports – for information only

- Cllr M Barron: i) advised that the Tonyrefail Community School headteacher had given his apologies for not being able to attend the meeting.

ii) advised the school was planning an Easter event and hoped the Council would consider collaborating – Clerk suggested raising this at the upcoming Events Committee meeting.

Cllr D Lawrence: i) reported the bus shelter at Tynybryn Park had panels missing; Clerk advised it was on the list and awaiting repairs.

Cllr D Grehan: i) reported he had attended a OVW webinar on tackling child poverty and suggested the Council could look to bring local organisations together. It was agreed to pass this on to the WFG Committee to progress.

ii) mentioned that Ynysybwl Council had a Service Level Agreement with RCTCBC for monthly street cleansing and asked the Clerk to look into it.

iii) advised he had reported potholes and full dog waste bins recently.

Cllr C Jones: i) advised that potholes had been fixed soon after reporting.

Introduction of Standing Order 3(d) – exclusion of members of the press and public

13. Update on confidential legal matters

Members were advised that there had been no further developments upon which to report.

14. Date of the next meeting

The next meeting will be held on 19th March 2026 at the earlier time or 6:00pm.

Meeting concluded at 7:15pm