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**Minutes of the Meeting of the Council**  
**held at the Council Meeting Room, Trane Cemetery, Tonyrefail**  
**at 6:00pm on Thursday, 19<sup>th</sup> March 2026**

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

Officers: Ms Jo van Tonder (Clerk & RFO)

***Prior to the commencement of the meeting, members welcomed Paul Shackson of the Welsh Refugee Council who was invited to deliver a presentation.***  
***Meeting commenced at 6:51pm.***

**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**

There were no members of the public present.

**4. Minutes of the previous Meeting: 19<sup>th</sup> February 2026**

It was proposed, seconded and

**Resolved:** To agree the minutes of the Ordinary Meeting held on 19<sup>th</sup> February 2026 as a true and accurate record.

**5. Finance and Governance**

**a) Appointment of Council representative to Tref-y-Rhyg School Board of Governors**

Members noted a vacancy had arisen on the Tref-y-Rhyg School Board of Governors as Cllr L Michel had stepped down.

It was proposed, seconded and

**Resolved:** To appoint Cllr Amanda Richards to the position.

**b) Correspondence received from Penrhiwfer Allotment Association regarding an outstanding invoice**

***Cllr Dan Lawrence declared a personal interest in this item. He did not take part in either the debate or the vote.***

The Clerk advised that a letter had been received from the Treasurer of the Penrhiwfer Allotment Association. The letter raised an objection to an invoice issued to the Association, by the Council, for the cost of removing asbestos that had not been presented for collection by the prescribed deadline.

Members were reminded of the background to this issue and the meeting that was held with all Associations at the latter part of the previous year. Members noted that the Council had made an offer of PPE and guidance, and a licenced contractor collection to allow for the safe removal of white asbestos sheets from the sites.

It was noted that all Associations had been advised that, should they fail to present their asbestos in a central location on their site, ready for collection on the agreed date, they would be liable for the cost of subsequent collections.

The Clerk advised that this Association was in breach of its agreement in that it was not maintaining accounting records, nor did the Association have a bank account.

Following discussion, it was proposed, seconded and

**Resolved:** To write off the debt in the amount of £750 + VAT, but only when the following conditions have been met:

1. The Association obtains a suitable bank account in the name of the Association,
2. The Association provides evidence of an intention to maintain accurate accounting records,
3. The Association's treasurer meets with Council Officers to discuss governance expectations, and
4. The above conditions are met within 3 months of the date of notification.

**c) Financial Accounts YTD 2025/2026**

The Clerk presented the accounts to 28<sup>th</sup> February 2026.

#### d) Payments made since the last meeting – February 2026

##### Unity Current Account Transactions

Tonyrefail & District Community Council

For the period 20 February 2026 to 31 March 2026

| Date        | Payee                                       | Description        |                  |
|-------------|---------------------------------------------|--------------------|------------------|
| 23 Feb 2026 | *Biffa Waste Services Ltd - DD              | Waste              | 223.86           |
| 23 Feb 2026 | *Certas Energy - DD                         | Fuel               | 120.84           |
| 25 Feb 2026 | Amazon Payments                             | Stationery         | 38.84            |
| 25 Feb 2026 | Arch Utility Services (SW) Ltd              | Drainage clearance | 570.00           |
| 25 Feb 2026 | C & L Garden and Tree Services              | Events             | 615.00           |
| 25 Feb 2026 | Centregreat Limited                         | Events             | 5,468.40         |
| 25 Feb 2026 | Forest Park & Garden                        | Equipment          | 316.87           |
| 25 Feb 2026 | Griffiths Security & Smart Technology Ltd   | Security           | 120.00           |
| 25 Feb 2026 | Lewis Merthyr Band                          | Events             | 400.00           |
| 25 Feb 2026 | LMB Plumbing & Heating Limited              | Repairs            | 84.00            |
| 25 Feb 2026 | Prichards                                   | Equipment          | 1,303.16         |
| 25 Feb 2026 | Shaunna Evans                               | Cleaning           | 176.00           |
| 25 Feb 2026 | SLCC                                        | Membership         | 105.30           |
| 25 Feb 2026 | Town & Country                              | Materials          | 159.55           |
| 25 Feb 2026 | Valleys Waste Services                      | Asbestos removal   | 930.00           |
| 28 Feb 2026 | *Unity Trust Bank                           | Bank charges       | 15.75            |
| 02 Mar 2026 | *Core Synergy Ltd - STO (prev. Function 28) | Website            | 48.00            |
| 02 Mar 2026 | *DVLA                                       | Vehicle tax        | 30.18            |
| 02 Mar 2026 | *Welsh Water - DD (851215840012)            | Water              | 437.00           |
| 09 Mar 2026 | Tonyrefail Environment Association          | Small Grant        | 345.00           |
| 10 Mar 2026 | *SSE Electric (Staff Base)                  | Utilities          | (118.99)         |
| 11 Mar 2026 | *Xero (UK) Ltd - DD                         | Software           | 44.40            |
| 13 Mar 2026 | HMRC - PAYE & NI                            | HMRC               | 4,781.03         |
| 13 Mar 2026 | RCTCBC - Pensions                           | Pensions           | 3,956.59         |
| 16 Mar 2026 | *Lloyds Multipay Card **DD**                | Turf/Training      | 937.85           |
|             |                                             |                    | <b>21,108.63</b> |

#### e) Accounts for Payment – March 2026

##### Aged Payables Detail

Tonyrefail & District Community Council

As at 31 March 2026

Ageing by due date

| Supplier                             | Description                      | Total            |
|--------------------------------------|----------------------------------|------------------|
| Aingie Cripps Melody                 | Key cutting/cleaning supplies    | 72.06            |
| Amazon Payments                      | Stationery/equipment             | 252.91           |
| Central Bar & Catering Supplies Ltd. | Cleaning supplies                | 75.68            |
| ICCM                                 | Training                         | 420.00           |
| One Voice Wales                      | Training                         | 42.00            |
| PEAC (inv pmts)                      | Equipment hire - photocopier     | 254.18           |
| Prichards                            | Equipment hire - digger & dumper | 1,303.16         |
| Shaunna Evans                        | Cleaning                         | 99.00            |
| Tonyrefail Community School          | Events - Christmas 2025          | 5,000.00         |
| Viking Payments                      | Postage                          | 110.89           |
| Zurich Municipal                     | Insurance                        | 4,898.08         |
|                                      |                                  | <b>12,527.96</b> |

It was proposed, seconded and

**Resolved:** To approve the accounts for payment.

## 6. Recommendations of the Finance Committee – Round 3: Small Grants Fund awards

Members considered the recommendation of the Finance Committee with regards grant requests made during this round three of grant allocations.

| Organisation                           | Declarations of interest | Recommended grant |
|----------------------------------------|--------------------------|-------------------|
| Tonyrefail Amateur Boxing Club         |                          | £500.00           |
| Ely Valley Bowling Club                |                          | £500.00           |
| Tonyrefail Boys & Girls Football       |                          | £487.00           |
| Thomastown Community Centre            |                          | £83.00            |
| Ton Tigers Basketball Club             |                          | £500.00           |
| Young at Heart Old Age                 |                          | £128.00           |
| Coalfield Flower Farm                  |                          | £483.00           |
| Tonyrefail RFC                         |                          | £500.00           |
| Refail Runners                         |                          | £500.00           |
| The Lighthouse Project                 | Cllr A Richards          | £500.00           |
| Total                                  |                          | £4,181.00         |
| Total funds available                  |                          | £9,050.00         |
| Surplus carried forward to FYE 2026/27 |                          | £4,869.00         |

It was proposed, seconded and

**Resolved:**

1. To accept the Finance Committee's recommendation and award grants totalling £4,181 as per the schedule.
2. To accept the Finance Committee's recommendation to carry over the surplus funds in the amount of £4,869 from 2025/26 to 2026/27.

**7:22pm – Cllr A Davies left the meeting.**

## 7. Tenders received for the construction of the Penrhiwfer Allotments mass concrete block wall

The Clerk reported a total of eight tenders were received by the closing date. These were assessed by the Clerk and the Deputy Clerk using the MAT Tender Evaluation Criteria previously agreed by Council. The evaluation considered a range of factors including price, locality and reputation.

Members considered the respective scores of the anonymised tenders.

It was proposed, seconded and

**Resolved:** To appoint Rogers and Russell Contracting (Contractor F) to undertake the construction works at a cost of £25,500 + VAT on the grounds that this tender represented most advantageous value.

## **8. Specification of fencing for Cemetery extension boundary**

The Clerk reminded members of the positive covenant within the contract of sale that the Council entered into in January 2025 for the purchase of the Cemetery extension land. The covenant obligated the Council to erect a "*good and sufficient stock proof fence*" around the perimeter. It was noted approximately 160m of fencing would be required to enclose the land on three sides.

Members considered the respective qualities of four standard fence types and assessed each against the specification within the covenant as well as the Council's required level of security. The recommendation of the Grounds Supervisor and Burials Team Leader was noted.

It was proposed, seconded and

**Resolved:** To proceed with the procurement of **steel palisade fencing**.

The Clerk advised it was anticipated the cost would not exceed the £25,000 light-touch tender threshold. Therefore, a minimum of three quotations would be acquired for Council consideration at the earliest opportunity.

## **9. Planning & Development Control**

**a) 26/0096/FUL** - Widening of existing access and provision of surfacing - Land East of Ely Valley Rd, Coed Ely

Members considered this application and consulted the planning documents. Concerns were raised that the proposed access was perilously close to a significant round-about.

It was proposed, seconded and

**Resolved:** To object to the planning application on the above grounds.

**b) 26/0079/FUL** - Extend existing garage to front and change roof to apex roof to match existing Church - St Georges Day Centre, Mill Street, Tonyrefail

No further comments were made.

**7:48pm – Cllr M Barron left the meeting.**

## **10. Members' Reports – for information only**

Cllr D Grehan: i) advised that, at the recent Neighbourhood Network meeting, he had raised the idea WFG Committee were working on to facilitate a community meeting. The organiser had offered to host as well as widen the area of scope.

ii) bemoaned the abundance of potholes.

Cllr G Francis: i) reported some of the verges had been cleared of litter.

## **11. Date of the next meeting**

The next meeting will be held on 16<sup>th</sup> April 2026 at the earlier time or 6:00pm.

Meeting concluded at 7:56pm