



Minutes of the Meeting of the Council
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6:00pm on Thursday, 16th April 2026

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

Officers: Ms Jo van Tonder (Clerk & RFO)

1. Apologies for absence

Apologies for absence had been received from Cllrs Martin Barron and Austin Davies.

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 March 2026

It was proposed, seconded and

Resolved: To agree the minutes of the Ordinary Meeting held on 19th March 2026 as a true and accurate record.

6:04pm – Cllrs L Michel and K Webb joined the meeting.

5. Matters pertaining to Finance

a) Staff attendance at ICCM Seminar

The Clerk informed members of an upcoming full-day conference hosted by ICCM, on Cemetery Planning, Soil and Drainage Management. It was agreed the topic was timely and that sending delegates would be advantageous.

Members considered the comparative cost to send one, two, three or four delegates by plane, car or train for the event in July.

Following discussion, it was proposed, seconded and

Resolved: To send three delegates who will travel by car and be accommodated in Newcastle for two nights at a total cost of approximately £1,764.

b) OVW Annual membership

Members noted the increase in the rate per chargeable dwelling that determined the OVW annual membership fee.

Following a discussion on the relative benefits of membership, it was proposed, seconded and

Resolved: To agree the Council's membership of One Voice Wales for the forthcoming year at a cost of £2,555.

c) Pre-Audit Financial Accounts 2025/26

The Clerk reminded members that the figures presented were subject to year-end scrutiny and adjustment. In particular, it was noted the costs for the building of the Penrhiwfer wall and repairs to the office roof would be included by means of an accrual and would add approximately £30k to the total expenditure for the year.

Members went on to discuss various other items of income and expenditure. The Clerk suggested it was unlikely there would be significant underspends available for transfer to earmarked reserves.

d) Payments made since the last meeting – March 2026

Unity Current Account Transactions

Agenda item 5(d)

Tonyrefail & District Community Council

For the period 17 March 2026 to 16 April 2026

Date	Payee	Description		
Unity Current Account				
18 Mar 2026	ICE Communications	Telephones	✓	238.50
19 Mar 2026	Eon Next	Utilities	✓	236.60
20 Mar 2026	British Gas	Utilities		43.00
23 Mar 2026	Amazon Payments	Equipment	✓	60.96
23 Mar 2026	Amazon Payments	Repairs & maintenance	✓	22.97
23 Mar 2026	Amazon Payments	Stationery	✓	321.82
23 Mar 2026	Biffa	Trade Waste		310.14
23 Mar 2026	Central Bar	Cleaning Supplies		75.68
23 Mar 2026	Coalfield Flower Farm	Small Grant		483.00
23 Mar 2026	Ely Valley Bowling Club	Small Grant		500.00
23 Mar 2026	ICCM	Training		420.00
23 Mar 2026	Lighthouse Project	Small Grant		500.00
23 Mar 2026	One Voice	Training		42.00
23 Mar 2026	PEAC (inv	Equipment Hire		254.18
23 Mar 2026	Prichards	Equipment Hire		1,303.16
23 Mar 2026	Refail Runners	Small Grant		500.00
23 Mar 2026	Shaunna Evans	Cleaning Supplies	✓	424.69
23 Mar 2026	Thomastown Centre	Small Grant		83.00
23 Mar 2026	Tonyrefail Amateur boxing	Small Grant		500.00
23 Mar 2026	Tonyrefail Boys & Girls football	Small Grant		487.00
23 Mar 2026	Tonyrefail Community School	Events		5,000.00
23 Mar 2026	Tonyrefail RFC	Small Grant		500.00
23 Mar 2026	Tonyrefail Tigers Basketball	Small Grant		500.00

23 Mar 2026	Viking Payments	Postage	110.89
23 Mar 2026	Young at Heart	Small Grant	128.00
24 Mar 2026	Salad Box	Training - food	135.00
27 Mar 2026	Amanda Richards	Members Allowances	104.00
27 Mar 2026	Austin Davies	Members Allowances	104.00
27 Mar 2026	Ceirion Skym	Members Allowances	854.00
27 Mar 2026	Daniel Lawrence	Members Allowances	104.00
27 Mar 2026	Karen Webb	Members Allowances	104.00
27 Mar 2026	Linda Michel	Members Allowances	104.00
27 Mar 2026	Martin Barron	Members Allowances	104.00
30 Mar 2026	Welsh Water	Water	437.00
31 Mar 2026	Unity Trust	Bank charges	38.38
01 Apr 2026	DVLA	Vehicle Tax	30.18
01 Apr 2026	Screwfix DD	Equipment	5,344.52
01 Apr 2026	Zurich Municipal	Insurance	4,898.08
02 Apr 2026	Core Synergy	Website	48.00
08 Apr 2026	Pauline Odette	Membership (drop box)	92.93
13 Apr 2026	Certas	Fuel	305.50
13 Apr 2026	HMRC	Tax	5,239.53
13 Apr 2026	RCTCBC	Pensions	4,392.37
13 Apr 2026	Xero (UK	Subscriptions	44.40
15 Apr 2026	RCTCBC - Rates	Rates	79.65
16 Apr 2026	Lloyds Multipay	Telephone top up/fees	14.89
			<u>35,648.02</u>

e) Accounts for Payment – April 2026

Aged Payables Detail

Agenda item 5(e)

Tonyrefail & District Community Council

As at 30 April 2026

Ageing by due date

Supplier	Description	Total
Amazon Payments	Equipment/first aid	131.40
Bus Shelters Limited	Repairs & maint - community	1,475.98
Griffiths Security & Smart Tech	Security	1,424.40
HP Roofing & Building	Repairs & maint	13,620.00
ICCM	Memberships	110.00
One Voice Wales	Memberships	2,555.00
Pear Technology	Subscription	288.00
Prichards	Equipment Hire	2,606.32
Shaunna Evans	Cleaning	165.00
SLCC	Memberships	316.00
The Arb Team	Tree clearance	6,240.00
Travis Perkins	Repairs & Maint	95.87
		<u>29,027.97</u>

It was proposed, seconded and

Resolved: To approve the accounts for payment.

6. Matters pertaining to Governance & Administration

a) Policy Review recommendations of the Finance Committee

i) Small Grants Policy

The Clerk advised that the Finance Committee had made an amendment to the previous version of the policy in order to provide clarity on the specific types of expenditure the Council would not approve for grant funding.

It was proposed, seconded and

Resolved: To adopt the Small Grants Policy as amended.

ii) Reserves Policy

Members noted the Finance Committee's recommendation that the policy did not require amendment at this time, and it was proposed, seconded and

Resolved: To accept the Finance Committee's recommendation.

b) Review of Committee structure

The Clerk presented members' attendance statistics for committee meetings for the council year to date. Members noted the commitment on their time under the current committee structure.

The Clerk suggested the business currently covered by the Well-being of Future Generations Committee could be brought back to Full Council, should members be looking to reduce the number of committees.

Following discussion, it was agreed to defer a decision until the next Council meeting in May.

c) Operational Protocol: Fuel Shortages

Members noted the protocol drawn up to prepare for, and mitigate against fuel shortages, in this case, brought about by the ongoing conflict in the Middle East.

The Clerk advised the Council was currently operating under Level 1 – Early Warning / Minor Disruption and would be maintaining fuel reserves in line with normal usage (no additional stockpiling) and looking to improve operational efficiency.

7. Quotations for Cemetery extension boundary fencing

Members were reminded that the fencing around the recently-acquired extension land was a requirement of the positive covenant included in the sale agreement.

The Clerk presented the quotations of three contractors who had responded to the invitation to quote. The specifications of the required steel palisade fencing were noted.

It was proposed, seconded and

Resolved: To appoint Price Fencing (Contractor C) to supply and install approximately 160m of 1.8m high steel palisade fencing (rounded, D-section pales) at a cost of £15,686.10 + VAT.

8. OVW Biodiversity grant awards

Members noted the Council's success in acquiring two each of bat and bird boxes as well as a supply of wildflower seeds from the OVW Local Places for Nature Biodiversity grant.

The Clerk advised that, when the fund reopened for 2026/27, she would apply for a wildlife pond package and more habitat boxes.

9. Update on Projects

a) Cemetery extension clearance

Members were advised that works to clear the extensive and impenetrable willow and scrub covering 2/3 of the Cemetery extension land had been undertaken by The Tree Arb during the latter part of March.

The remaining tree stumps would be lifted in early Summer when the ground had dried out sufficiently to allow access for the appropriate machinery.

Next steps included the installation of fencing, commencement of a programme of test digs to establish viability of ground, and site & access planning.

b) Replacement of Council Office roof

Following weather-related delays, works had begun on the replacement roof the previous week. It was envisaged the scaffolding would be removed imminently.

c) Retaining wall at Penrhiwfer Allotments

The Clerk advised the tender contract had been awarded as per the Council's instruction.

Following a site visit by the contractor the previous week, a start date of 1st August had been suggested. Formal confirmation of the proposed timetable was awaited and would be presented to Council at the earliest opportunity.

10. Planning & Development Control

a) 26/0234/CPRO - Proposed Loft Conversion with Rear Dormer - 10 Elm Wood Drive
Tonyrefail Rhondda Cynon Taf CF39 8JA

b) 26/0242/FUL - Proposed two storey rear extension and single storey side extension - 4
Parkland Crescent Tonyrefail Rhondda Cynon Taf CF39 8PF

c) 26/0230/DIS - Discharge of Condition 35 (Microwave Mitigation) of planning permission
DNS/3280378. - Mynydd Y Glyn Wind Farm Land 1Km East Of Trebanog And 600M
Southeast Of Glynfach Trebanog CF72 8LQ

No further comments were made.

11. Committee Updates

a) Staffing Committee

Members were updated on staffing matters that had been discussed at the last meeting.

b) Finance Committee

Apart from reiterating the policy recommendations the committee had made, no further report was received.

c) Events Committee

Cllr Michel updated members on the upcoming Awards Night to be held on 9th June. In addition, she advised that Cllr Martin Barron was going to be providing a price for the tea boxes needed for the Seniors' Afternoon Tea in July. With regards the Christmas event, the council would be collaborating with the School and Chamber of Trade, and to this end, she

and Cllr M Barron would be meeting with other members of the working group to begin planning.

Members discussed the funding for the Christmas event and the Clerk was asked to progress an application for a National Lottery grant with urgency.

During this discussion, members became aware that, in February 2026, the committee had resolved to fund and site one Christmas tree whereas, at their meeting in April 2026, the committee had resolved to fund TWO trees. The Clerk advised that the decision taken in April was in breach of Standing Order 7: Six-month rule and was, therefore, null and void.

A lengthy discussion ensued regarding upcoming events, the committee's decision-making processes and meeting discipline and administration.

12. Members' Reports – for information only

Cllr L Michel: i) advised that the farmhouse in Manley Close that had recently been the subject of a planning application had been sold at auction.

13. Date of the next meeting

The next meeting will be held on 14th May 2026 at the earlier time of 6:00pm.

Meeting concluded at 7:55pm