



Minutes of the Meeting of the Council
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
following the Annual Meeting on Thursday, 14th May 2026

Present: Cllr Ceirion Skym (Chair)
Cllr Danny Grehan
Cllr Ceri Jones
Cllr Steven Kiff
Cllr Linda Michel
Cllr Amanda Richards
Cllr Austin Davies
Cllr Gerald Francis (online; late arrival)

Absent: Cllr Karen Webb

Officers: Ms Jo van Tonder (Clerk & RFO)
Mrs Aingie Cripps Melody (Deputy Clerk)

The meeting commenced at 6:51pm.

1. Apologies for absence

Apologies for absence had been received from Cllrs Martin Barron and Dan Lawrence.

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 Annual Meeting: 16th April 2026

It was proposed, seconded and

Resolved: To agree the minutes of the Meeting held on 16th April 2026 as a true and accurate record.

5. Matters pertaining to Finance

a) Payments made since the last meeting – April 2026

Unity Current Account Transactions

Agenda item 5(a)

Tonyrefail & District Community Council

For the period 17 April 2026 to 14 May 2026

Date	Description	Credit
Unity Current Account		
20 Apr 2026	*Certas Energy - DD Fuel	151.55
21 Apr 2026	*British Gas (Staff Base Electric) DD Utilities	40.77
22 Apr 2026	*Eon Next - Gas Staff Base Utilities	148.54
22 Apr 2026	Amazon Payments Materials & equipment	131.40
22 Apr 2026	Bus Shelters Limited Street furniture	1,475.98
22 Apr 2026	Griffiths Security & Smart Technology Security	1,424.40
22 Apr 2026	HP Roofing & Building Repairs & Maintenance	13,620.00
22 Apr 2026	ICCM Membership	110.00
22 Apr 2026	One Voice Wales Membership	2,555.00
22 Apr 2026	Pear Technology Subscription	288.00
22 Apr 2026	Prichards Equipment hire	1,303.16
22 Apr 2026	Shaunna Evans Cleaning	165.00
22 Apr 2026	SLCC Membership	316.00
22 Apr 2026	The Arb Team Tree clearance	6,240.00
22 Apr 2026	Travis Perkins Building materials	95.87
27 Apr 2026	*Biffa Waste Services Ltd - DD Refuse	248.11
28 Apr 2026	*Welsh Water - DD (851215840012) Utilities	75.76
30 Apr 2026	*Toshiba Tec UK - DD Printing & Stationery	52.33
30 Apr 2026	*Unity Trust Bank Bank charges	18.85
01 May 2026	*Screwfix DD Repairs & Maintenance	54.47
01 May 2026	The Salad Box Events	197.50
01 May 2026	*DVLA Vehicle tax	30.18
05 May 2026	*Core Synergy Ltd - STO (prev. Functio Website	48.00
13 May 2026	*Xero (UK) Ltd - DD Software	44.40
		<u>28,835.27</u>

b) Accounts for Payment – May 2026

Aged Payables Detail

Agenda item 5(b)

Tonyrefail & District Community Council

As at 31 May 2026

Ageing by due date

Invoice Date	Description	Total
Aingie Cripps Melody	Events	45.00
Amazon Payments	Events	95.80
Cemetery Training Services Ltd	Training	1,932.00
Central Bar & Catering Supplies Ltd.	Cleaning	21.98
CommuniCorp (Clerks & Councils Direct)	Subscriptions	15.50
RCTCBC - Allotment Rent	Allotments rent	45.00
Shaunna Evans	Cleaning	132.00
The Salad Box	Events catering	197.50
		2,484.78

It was proposed, seconded and

Resolved: To approve the accounts for payment.

6. Recommendations of the Cemetery Committee

a) Cost of renewal of Exclusive Rights of Burial upon expiry

The Clerk advised members that, at the recent meeting of the Cemetery Committee, some of the financial aspects of the renewal of Exclusive Rights of Burial (ERoB) as they begin to expire at the end of their 50-year period were considered.

The Committee's recommendation was discussed together with additional information provided by the Clerk.

Following discussion, members agreed the Cemetery Committee would be tasked with providing a justification for the £300 renewal fee.¹

It was proposed, seconded and

Resolved: To accept the Committee's recommendation to charge a flat fee dependent on plot size for a fixed renewal of 50 years, being:

- i) £300 - full burial plot (lawn section / traditional section)
- ii) £200 - half plot for cremated remains (lawn section)
- iii) £100 - cremation plot

b) Introduction of payment plans to spread the cost of ERoB renewals

Members acknowledged that the cost to renew the ERoB on a family plot could cause financial hardship and, equally, that it was desirable for families to retain control of the grave by taking on a renewal of the ERoB.

The proposal to offer the option of spreading the cost of the renewal was considered and it was agreed to, on the proviso that the renewal only took effect once full payment of the fee had been received.

¹ Amendment to Minutes proposed and resolved at Meeting dated 25th June 2026 (Min. 5)

It was proposed, seconded and

Resolved: To accept the Committee's recommendation to introduce the option of payment plans of duration no more than six months.

c) Introduction of an administration cost to the list of burial fees

Members considered the Committee's recommendation to introduce an administration fee, in line with standard practice across the industry in South Wales.

It was proposed, seconded and

Resolved: To accept the Committee's recommendation to introduce a flat administration fee of £40 for:

- i) Transfers of ownership,
- ii) Lost deeds, and
- iii) Reprocessing of work arising from errors or omissions by applicants.

To take effect from 1st June 2026.

7:17pm – Cllr C Jones left the meeting.

7. Recommendations of the Events Committee

a) Adoption of Fireworks Grant Scheme as an ongoing annual provision

Members noted the Events Committee's request for the fireworks grants initiated in 2025/26, to be continued on an ongoing, annual basis.

It was proposed, seconded and

Resolved: To accept the Committee's recommendation to make the provision for, and distribution of, fireworks grants an annual occurrence, with effect from 2026/27.

b) Retention of delegated authority to distribute funds under the Scheme to the Events Committee

It was noted that the Events Committee had been given delegated authority for the consideration of fireworks grants applications when the Council first set aside funds for this purpose in 2025/26.

It was proposed, seconded and

Resolved: To delegate authority to the Events Committee to:

- i) call for and process grant applications,
- ii) consider applications, and
- iii) make recommendations to Full Council for the awarding of grants.

Resolved: To adopt the duly amended Committee Terms of Reference.

c) Submission of National Lottery grant funding application for Christmas event

Members were advised of the Committee's intention to submit a grant application to National Lottery Awards for All in the amount of £10,000 to cover the Council's contribution to the collaborative Christmas event with the Chamber of Trade and Tonyrefail School.

It was proposed, seconded and

Resolved: To approve the submission of a grant application to National Lottery for an amount of £10,000.

7:21pm – Cllr G Francis joined the meeting via Zoom.

8. Planning & Development Control

- a) 26/0309/DIS** - Discharge of Conditions 10 (Slope Stability), 11 (Active Travel Walking Assessment) and 16 (additional boundary treatments) of planning permission 25/0796/RVOC - Land To The Rear OF 68 - 72 High Street, Tonyrefail
- b) 26/0220/FUL** - Retrospective consent for engineering works to create a hardstanding area for off street parking and creation of a dropped kerb - 68 Tylchawen Terrace, Tonyrefail
- c) 26/0205/DIS** - Item - 3 We Plan to Position Bird/Bat box to rear of building A.S.A.P Item - 4 We propose the storage of cycles, waste to the alleyway adjacent to entrance to flats in the alleyway this is also under ownership of Mr Croad - 6 High Street, Tonyrefail
- d) 24/1140/DIS** - Discharge of Condition 8 (Highways Engineering Design and Details) of planning application 21/1601/10. (S.38 approved plans received 23/4/2026) - Ysgol Gynradd Gymraeg Tonyrefail, School Street, Tonyrefail

All noted with no further comment made.

9. Committee Updates

a) OAR Committee

Cllr D Grehan reported that, in addition to the installation of two new bus shelters in recent months, other units were in the process of being repaired.

Members were advised on the status of the asbestos removal programme and Penrhiwfer retention wall at the allotments, and it was noted that inspections were scheduled for July.

In conclusion, members noted that footpaths 72 and 96 were on this year's programme for maintenance in the Autumn.

b) Cemetery Committee

Cllr C Skym reported that the majority of the previous Cemetery Committee meeting had covered the financial aspects that had been brought to Full Council, and discussed and agreed earlier.

Members were briefed on the impending installation of stock-proof fencing around the extension land, and were given feedback on the most recent cemetery inspection.

The grounds and burials staff were commended for their efforts.

10. Members' Reports – for information only

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|------------------|---|
| Cllr A Richards: | i) reported that rubbish was being dumped behind the Pritchard Street Community Centre along the boundary with the allotments. |
| Cllr A Davies: | i) advised that he was having an operation that would mean he would not be attending the meeting in June but was hopeful he could be there for July. Members wished him well with both his surgery and recovery thereafter. |

- Cllr L Michel: i) reported she had been approached by a Gilfach Goch councillor who had requested that the bus stop on Gilfach Road servicing the School, be provided with a bus shelter. In the event there was insufficient pavement space, Cllr Michel asked if the bus stop could be moved. Deputy Clerk to investigate further through the OAR Committee.
- Cllr D Grehan: i) reported that a litter-pick had taken place the previous weekend.
ii) reported that the young lady looking to progress the mural on the Waunrhydd Road bridge was soon to be meeting with Tee2Sugars.

11. Date of the next meeting

The next meeting will be held on 25th June 2026 at 6:00pm.

Meeting concluded at 7:53pm