



Minutes of the Meeting of the Council
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6:00pm on Thursday, 25th June 2026

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

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 Annual Council Meeting: 14th May 2026

It was noted the Clerk had omitted the minute for agenda item 7(f): Financial Risk Assessment 2026/27.

Amended draft Minutes to be returned to Council for approval at the next meeting.

5. Minutes of the previous Ordinary Meeting: 14th May 2026

Cllr C Jones proposed an amendment to Minute 6(a): Cost of renewal of Exclusive Rights of Burial upon expiry to include a final statement:

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

It was proposed, seconded and

Resolved: To agree the minutes of the Meeting held on 14th May 2026, as amended.

The Clerk was asked to return the item introducing a £40 Cemetery administration fee to full Council for further discussion as it had been noted the staff had been reluctant to roll out the Council decision.

6. Matters pertaining to Finance

a) DBCC Members' Allowances 2026/27

Members noted the decisions and determinations contained within the Annual Report of the Democracy and Boundary Commission Cymru for implementation from April 2026.

It was noted that a Senior Role allowance was now mandatory and would be offset against the Chair's allowance.

Following discussion, it was

Resolved: To note the mandatory reimbursement of members in the amount of £156 per annum, Senior Role allowance of £500, Contribution to Costs of Care and Personal Assistance and to agree the following optional allowances:

Reimbursement for consumables	£ 52 per annum per member
Travel Allowance	As per DBCC rates
Subsistence Allowance	As per DBCC rates
Financial Loss	As per DBCC rates
Chair's Payment	£1,000 per annum
Vice Chair's Payment	£500 per annum

b) Recommendations of the Finance Committee

i) Financial Statements for the year ending 31st March 2026

The Clerk presented the final accounts for the year ending 31st March 2026.

It was proposed, seconded and

Resolved: To accept the Finance Committee's recommendation to approve the Financial Statements for the year ending 31st March 2026, as presented.

ii) Earmarked Reserves for FYE 31st March 2026

Members considered the earmarked reserves at year end totalling £216,370, together with the general reserves and it was

Resolved: To accept the Finance Committee's recommendation not to make any transfers to or from earmarked reserves at year end.

iii) Use of CIL reserves

The Clerk advised members that the balance of CIL funds available as at 31st March 2026 was £68,802.22. Of the total amount available, approx. £36,500 was approaching the permitted expenditure period deadline and was at risk of forfeiture.

Members discussed various infrastructure projects that might qualify for CIL funding, thus possibly utilising the £36k in advance of the deadline of the end of the 2026/27 financial year.

c) Annual Return: Accounting Statements 2025/26

The Clerk presented the Accounting Statements 2025/26.

It was proposed, seconded and

Resolved: To approve the Annual Return: Accounting Statements 2025/26, as presented.

d) Internal Audit report 2025/26

Members noted the comments and recommendations contained within the report and noted the Finance Committee had reviewed the Internal Auditor's recommendations.

e) Annual Return: Annual Governance Statement 2025/26

Members considered the ten points contained within the Annual Governance Statement and resolved to respond in the affirmative for points 2 to 9 and in the negative for points 1 and 10. It was acknowledged that the Council's Strategic Plan was still a work in progress.

It was agreed that a public consultation would be carried out during the drafting of the Council's next Strategic Plan.

f) Payments made since the last meeting – May 2026

Unity Current Account Transactions

Agenda item 6(f)

Tonyrefail & District Community Council

For the period 15 May 2026 to 18 June 2026

Date	Description		Credit
15 May 2026	HMRC - PAYE & NI	HMRC	4,980.72
15 May 2026	*RCTCBC - Rates - DD	Rates	79.00
15 May 2026	RCTCBC - Pensions	Pensions	4,005.73
18 May 2026	*Certas Energy - DD	Fuel	333.95
19 May 2026	*British Gas (Staff Base Electric) DD	Utilities	37.06
19 May 2026	*Lloyds Multipay Card **DD**	Cemetery signs/postage	558.34
20 May 2026	*ICE Communications DD	Telephone	64.75
20 May 2026	Aingie Cripps Melody	Events	45.00
20 May 2026	Amazon Payments	Events	95.80
20 May 2026	Cemetery Training Services Ltd	Training	1,932.00
20 May 2026	Central Bar & Catering Supplies Ltd.	Cleaning	21.98
20 May 2026	CommuniCorp (Clerks & Councils Direct)	Subscriptions	15.50
20 May 2026	RCTCBC - Allotment Rent	Allotment rent	45.00
20 May 2026	Shaunna Evans	Cleaning	132.00
21 May 2026	*Eon Next - Gas Staff Base	Utilities	339.08
26 May 2026	*Biffa Waste Services Ltd - DD	Refuse	251.47
31 May 2026	*Unity Trust Bank	Bank charges	16.00
01 Jun 2026	*DVLA	Vehicle tax	30.18
01 Jun 2026	The Salad Box	Events	252.50
02 Jun 2026	*Core Synergy Ltd - STO (prev. Function 28)	Website	48.00
08 Jun 2026	*Bright SG Limited - DD	Software	426.24
10 Jun 2026	Fox Tree Surgery Limited	Tree works	480.00
11 Jun 2026	*Xero (UK) Ltd - DD	Software	44.40
15 Jun 2026	HMRC - PAYE & NI	HMRC	5,295.46
15 Jun 2026	*RCTCBC - Rates - DD	Rates	79.00
15 Jun 2026	RCTCBC - Pensions	Pensions	4,040.91
16 Jun 2026	*ICE Communications DD	Telephone	64.75
16 Jun 2026	*Lloyds Multipay Card **DD**	Events	101.96
			23,816.78

g) Accounts for Payment – June 2026

Aged Payables Detail

Agenda item 6(g)

Tonyrefail & District Community Council

As at 30 June 2026

Ageing by due date

Invoice Date		Total
Aingie Cripps Melody	Events expenses	37.05
Amazon Payments	Events/health & safety	93.96
Boverton Nurseries	Floral Displays	2,451.60
Callum Rowe - Tonyrefail Under 8	Windfarm Grant *	500.00
Cymuned Penrhiwfer & Williamstc	Windfarm Grant *	1,000.00
Forest Park & Garden	Equipment/work wear	428.76
ICCM	Training	360.00
LP Lawncare Services	Grass cutting	80.00
PEAC (inv pmts)	Equipment Hire	254.18
Price Fencing & Landscaping Ltd	Cemetery Fencing	18,823.32
Prichards	Equipment Hire	1,303.16
Shaunna Evans	Cleaning	132.00
Shutter Door Services	Repairs	138.00
Tonyrefail Community School	Windfarm Grant *	500.00
		26,102.03

* Grants paid out of Windfarm Grant funds held on behalf of Tonyrefail
West County Borough Councillors under a MoU

It was proposed, seconded and

Resolved: To approve the accounts for payment.

7. Annual Training Plan

Members noted the updates made to the Training Plan 2025 – 2027 as well as the cost of training undertaken year-on-year from 2022/23 to 2025/26.

It was noted that several members were yet to complete their training.

8. Planning & Development Control

- a) **26/0410/FUL** - Conversion of one property into two separate dwellings - 6 Meyler Street Thomastown, CF39 8EA
- b) **26/0451/FUL** - Proposed construction of a first floor Bedroom extension on top of existing Kitchen extension and construction of a single domestic garage - 7 Weston Road Edmondstown, CF40 1NX
- c) **26/0442/FUL** - Double Storey Garden Room - 35 Trem Y Dolau Tonyrefail, CF39 8FJ
- d) **26/0422/FUL** - Proposed development of 15 affordable dwellings, access, car parking, sustainable drainage and associated works - Land Opposite Former Coedely Garage, Ely Valley Road, Coedely

Members discussed this proposed development and it was agreed to submit a comment recommending the application be rejected on the following grounds:

- Proximity to large sewerage pipe running along the river bank,
- Insufficient parking for the number of proposed bedrooms,
- Increased flood risk due to poor substrate,
- Risk that required removal of Japanese Knotweed could undermine the river bank.

e) 26/0391/FUL - Proposed erection of a summer house and garage for motorcycle - 26 The Avenue Tonyrefail, CF39 8PR

All planning applications other than 26/0422/FUL noted with no further comment made.

9. Committee Updates

a) OAR Committee

Cllr K Webb reported on the proposed refurbishment of some of the district's bus shelters as well as the provision of an additional bench at the Parklands memorial.

It was noted allotment inspections were due shortly; the construction of the Penrhiwfer allotment wall was scheduled for September.

10. Members' Reports – for information only

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|------------------|--|
| Cllr L Michel: | i) reported discussions with RCT Planning regarding an unsafe structure on Station Road were ongoing. |
| Cllr A Richards: | i) reported discussions with Borough Cllr D Owen-Jones regarding the dumping of waste behind the Lighthouse Project were ongoing. |
| Cllr D Lawrence: | i) thanked members for the card received on his recent bereavement. |
| Cllr D Grehan: | <p>i) reported there had been a PACT meeting the night before.</p> <p>ii) suggested that if the Council purchased some litter bins, RCT might be persuaded to empty them; will pursue further and revert.</p> <p>iii) reported wheely bins had been removed from beside the charity shop because they were full; instead, rubbish was being dumped by the charity shop.</p> <p>iv) advised blocked gullies had been reported.</p> <p>v) advised a further 2-3 weeks' worth of work was planned for the flats alongside the Leisure Centre thus extending the need for traffic lights. During the works, the much-awaited shifting of the streetlight pole had taken place but unfortunately, the pole had been moved in the wrong direction preventing its successful use for the CCTV camera.</p> |
| Cllr C Jones: | i) reported weeds along the road in Penrhiwfer. |

11. Date of the next meeting

The next meeting will be held on 16th July 2026 at 6:00pm.

Meeting concluded at 7:11pm