



LLANHARAN COMMUNITY COUNCIL

Minutes of the Council meeting held on a hybrid basis (in person and by remote attendance), 7pm on Thursday 20th July 2023

The meeting was held in accordance with:
The Local Government and Elections (Wales) Act 2021

Members Present:

Councillors; David Evans (Chair), Chris Parker, Helen Donnan, Will Thomas, Neil Feist, Andrea James, Rhys Jenkins, Robert Lewis Watkin JP, Mark Steer.

Apologies: Cllrs. Janine Turner, Joanne Miller, Tracy Allen.

Absent: Cllr Parmindra Pannu, Geraint Hopkins JP.

Clerk to the Council: Leigh Smith

RFO/Deputy Clerk to the Council: Lisa Phillips

2 members of the public.

2023/169 Welcome and Apologies.

RESOLVED

Cllr Joanne Miller proffered a reason for absence with their apology and this was accepted by Council as a valid reason for absence.

RESOLVED

Cllr Tracy Allen proffered a reason for absence with their apology and this was accepted by Council as a valid reason for absence.

RESOLVED

Cllr Janine Turner proffered a reason for absence with their apology and this was accepted by Council as a valid reason for absence.

2023/170 Disclosures of personal and/or prejudicial interests.

Cllr Robert Lewis-Watkin Declared a personal and prejudicial interest with regards to the CIL grant application from Brynna Community Centre in agenda item 18 (Minute reference 2023/186), being a trustee of that organisation.



Councillor Neil declared a personal and prejudicial interest with regards to the grant application from Llanharan Horticultural Society in agenda item 20 (minute reference 2023/188), being a member of the committee of that organisation.

2023/171 Public speaking

A member of the public spoke on agenda item 26 (minute reference 2023/194)

2023/172 Minutes of ordinary meeting 15th June 2023

RESOLVED

To approve the draft minutes of the Ordinary meeting of Council held on 15th June 2023 as a true and accurate record with the exception of the following text contained under minute reference 2023/142:

RESOLVED

ORA2023/043 Felling a tree on Bridgend Road allotments

That the Clerk obtain a price to fell the tree and obtains consent from the owner of the adjacent property.

The Clerk to check the recording of the meeting to check the accuracy of this minute with regards to the question of whether consent was sought from the adjacent property or they were to be informed.

2023/173 Matters arising

None

2023/174 Minutes of extraordinary meeting 29th June 2023

RESOLVED

To approve the draft minutes of the Ordinary meeting of Council held on 29th June 2023 as a true and accurate record subject to the correction of a typing error to show that the meeting was held on 29th June 2023 and not 1st June 2023.

2023/175 Matters arising

None

2023/176 Dispensation for absence

RESOLVED

To accept the apologies and the reason for apologies for Councillor Tracy Allen and to grant a dispensation for all Council meetings up until the end of September 2023.



2023/177 Action Plan

Noted

2023/178 Correspondence

RESOLVED

To create a working group to be known as 'The Jubilee Marsh Multi-user Route Working Group'.

2023/179 Crime Report

Noted

2023/180 Expenditure June 2023.

RESOLVED

To note and approve expenditure for June 2023 shown in payment schedule 'Appendix 7'

2023/181 YTD spend v budget

Noted

2023/182 Banking mandate signatories, internet banking signatories and PSDF signatories

Noted

2023/183 Report on operational and financial aspects of Pantry

Noted.

2023/184 Member's Reports

Cllr Mark Steer

Gave talk on swifts at Brynna school recently. Possibility of a new nesting site within Brynna. There has been a problem with cattle on Llanharan marsh but this has been resolved. Met with Cllrs Feist and Thomas regarding the leaflets for the walking routes, a report of which will be presented to the next meeting of the ORA committee. I met with Rachel Carter from One Voice Wales regarding the potential to use Cut and Collect techniques in the Community. I am giving a talk on the history of Brynna Woods on 26th July.



Cllr Rhys Jenkins

Reporting that as the Community Council representative for LCDP, I have attended 2 physical meetings and an online meeting. The main topic has been the provision of playtots at Brynna Community centre, a situation which has now been resolved, and the completion of the purchase of the garage next door to the current LCDP office.

Cllr David Evans

I have had correspondence from RCTCBC officers this week that the Llanharan Square side of the bridge is progressing well and will be ready soon, however the opposite side has been more problematic. The contractors have a solution that they are in talks with RCTCBC about and I should know by the end of the week if this solution will be accepted by RCTCBC and Network rail. I will update members accordingly.

2023/185 Recommendations of the Community Engagement Committee (CEC) held on Tuesday 27th June 2023

RESOLVED

To defer consideration of the following item to a future meeting of Council.

CEC2023/004 Terms of Reference

To amend the Terms of Reference for the CEC Committee by adding the following text: To allow members of the public to participate in a half-hour engagement session where they will have the opportunity at the beginning of each meeting to discuss their ideas or to discuss issues that fall within the powers or duties of the Community Council noting that any opinions expressed are the opinions of individuals and not the opinion of the Council as a corporate body.

RESOLVED

CEC2023/005 Key dates regarding matters delegated to the CEC Committee

That the Officers continue to carry out administrative duties associated with all delegated matters, with proposals relating to the normal operation of those matters presented to full council as normal. The CEC Committee to call in any matters it wishes to consider in good time with regards to the operational timetable.

RESOLVED

CEC2023/007 Fireworks display 2023.

For the Clerk to write to all parties to confirm that the Council understands that all critical issues are now resolved for the event.

The Clerk to advise LCDP of the following:

To consider approaching Haran Roofing to ask them to leave their gates unlocked during the event as an extra escape route. This to be left to LCDP to consider in line with their event risk assessment.



To consider best practice of removing all of the fence gates eliminating a hazard.

The hinge lugs would need to be covered up either boxing or padded foam. This to be left to LCDP to consider in line with their event risk assessment.

It is understood that both parties have agreed that LRGT will carry out the bucket collection with all funds being retained by them and that they provide the appropriate licences to LCDP as event organisers.

That videos and photographs of the site be taken prior to the event as a record so that any damage reported afterwards can be qualified.

That LRGT will allow the DJ to use the mains power at the premises.

That LCDP consider bringing in an extra 4 porta-loo's to provide extra toilet facilities to avoid lengthy queues.

Floodlights will be erected prior to the event and they can be used. They are controlled via an app.

LRGT may provide food and drinks in the main hall, to be decided.

LRGT recommend an alternative fairground company should the original company no longer be available and will pass details to LCDP.

RESOLVED

For the Community Council to pay for the hall to be cleaned the Monday following the event (Officer's note: Est cost £45 based on 3 hours).

2023/186 Recommendations of the CIL Committee meetings held on 4th July and 18th July 2023

RESOLVED

CIL2023/056 Further consideration of a CIL application from LRGT ref provision of a MUGA on the land adjacent to Bryncae Community Centre.

That the matter be deferred to a future meeting of the CIL Committee to allow further informal negotiations to take place. The results of any negotiations to be confirmed in writing via the Clerk and reported to the Committee.

Cllr Robert Lewis-Watkin left the meeting at this point having declared a personal and prejudicial interest in the matter concerning Brynna Community Centre.

RESOLVED

CIL2023/065 CIL application from Brynna Community Centre for a replacement boiler and associated works

To grant £6,720 of CIL funds for the project 'Brynna Community Centre replacement boiler' to be paid on receipt of appropriate invoices and for the project to be added to the CIL123 list and Active Project list.

RESOLVED

CIL2023/066 Consolidated CIL application from LRGT to supersede previous applications for floodlights on the rugby fields and football fields and to request further funding.



£26,343.57 having already been paid by the Council towards the project, to grant a further £77,091.87 of CIL funds for the consolidated project, to be paid pending the receipt of suitable invoices. Giving a total overall grant of £103,435.44
For the CIL123 lists and Active project lists to be amended to reflect the new arrangement.

RESOLVED

CIL2023/067 Reclaimed VAT from CIL projects

That reclaimed VAT (by the Council) from monies spent on CIL projects must be returned to the CIL 'pot', being part of the original amount of CIL funds received from the local authority.

Where it can be identified that VAT has already been reclaimed by the Council from CIL spend then any VAT reclaimed to be returned to the CIL 'pot'.

Cllr Robert Lewis-Watkin returned to the meeting following the votes on these matters.

2023/187 Resolutions of the HR Committee made under delegated authority during the meeting held on 6th July 2023

Noted

2023/188 Recommendations of the Audit Committee held on Wednesday 19th July 2023

Councillor Neil Feist left the meeting having declared a personal and prejudicial interest in the matter pertaining to the Llanharan Horticultural society.

RESOLVED

To grant the Llanharan Horticultural Society £750 and allow the use of the Council's van and staff to help transport items for the event as per the application received.

Cllr Neil Feist returned to the meeting following the vote on this matter.

RESOLVED

To grant Ynysmaerdy Community Centre £640 as per the application received.

RESOLVED

To grant the 1st Llanharan Rainbow Guides £450 as per the application received.

RESOLVED

To grant Llanharan RFC mini section £1821.92 as per the application received.

RESOLVED

To accept the recommendations of the Clerk (Summarised below) with the following amendments:

R13 deferred to a future meeting of the audit Committee to allow further investigation



R9 for the Clerk and Chair of the audit committee to be satisfied with the detail of financial information received from LCDP and The Wildlife trust prior to the matter being added to the Council agenda and for the information provided to specify exactly what the granted funds were spent on in the previous year and what they will be spent on in the upcoming year.

R10 The Clerk to communicate with Councillors that should they wish to NOT participate in any vote they must state this clearly during the meeting and request that this fact be minuted.

2023/189 Quotation for remedial works identified in the legionella risk assessment for the welfare field shower block

RESOLVED

To authorise the Clerk to spend up to £528 plus vat based on the quotation provided from Morgan Environmental Ltd for remedial works identified in the Legionella risk assessment for the Welfare ground shower block. The Clerk having sought further quotations and the work being considered urgent.

2023/190 Quotations for remedial works identified in the fire risk assessment for the welfare field shower block

RESOLVED

To authorise the Clerk to spend up to £1000 based on a subsequent quotation provided for remedial works identified in the fire risk assessment for the Welfare ground shower block. The Clerk having sought further quotations and the work being considered urgent.

2023/191 Quotations for the Ewenny Bridge, 'Scoping design'.

RESOLVED

To authorise the Clerk, in consultation with the Chair of the Council and the Chair of the Trenos Crossing working Group to spend up to £4000 of CIL funds based on a subsequent quotation provided by Vale Consultancy to provide a scoping design for the Ewenny Bridge and associated works.

2023/192 Suspending Standing order 22.3 and financial regulation 11.2,

RESOLVED

To temporarily suspend Standing order 22.3 and financial regulation 11.2, replacing the requirements of those clauses with an alternative process detailed in the paper 'Appendix 18' presented to the meeting.

This suspension and alternative process to be adopted regarding the tender for the Sewer diversion at the memorial garden on Grove Terrace.



2023/193 Delegation to the Clerk authority to award the contract for the Sewer diversion on the memorial garden at Grove Terrace

RESOLVED

To delegate to the Clerk, in consultation with the Chair of the Council, authority to award the contract for the Sewer diversion on the memorial garden at Grove Terrace to the lowest priced tender should they feel it appropriate. This authority to be limited to the lowest priced tender only and where that tender is not matched by another. Otherwise the matter to be considered by Council.

2023/194 Discharge of condition 34 (Sustainable Development Strategy) of 10/0845/34 (insofar that it relates to Phases 3 and 4). | LAND AT FORMER OPEN CAST COAL SITE AND LAND TO THE NORTH OF THE A473, LLANILID (PHASE 3 & 4)

RESOLVED

For the Clerk to write to RCTCBC planning department to ascertain whether the following two aspects of development quoted in the SDS are going ahead:

- The section of 'bypass' from the County Boundary to the Dragon studio roundabout (ie, the section of road proposed to eliminate the necessity to drive along 'Cow's Corner').
- ... to the current Llanharri road being transformed into a pedestrian and cycle underpass.
- If so then the SDS appears to be valid.
- If either or both are no longer planned, then the Community Council writes to RCTCBC planning to object to the discharge of condition 34 (Sustainable development strategy) and any other conditions where these aspects are quoted in mitigation.

2023/195 Lawful Development Certificate relating to the Llanharan OAP Hall refurbishment project (CIL Grant)

No business to be considered on this matter.

2023/196 Pre-planning consultation notice regarding an application for a solar farm at Coed-Ely, Tonyrefail.

Noted without comment.



2023/197 Planning

RESOLVED

With regards acolaid case 19/1258/16 (Reserved matters- New Primary School and associated infrastructure), the Clerk to write to RCTCBC planning department with the following comments:

The Community Council is concerned that there is still the potential for congestion on the approach to the village along the A473 from the west, particularly given the cancellation of the Llanharan bypass. It is felt likely that vehicles approaching from this direction and intending to turn right into the school/estate will cause significant congestion despite the welcome introduction of a right turn lane. The Community Council would like to see included some further traffic control, specifically traffic lights given the amount of potential traffic at peak times and the fact that the road will also serve the housing estate.

The Community Council would like to see a safe crossing point between the north and south sides of the A473, specifically a light controlled pedestrian crossing. The Increase in traffic due to the new school/estate and the fact that the Persimmon developments (Phases 1 and 3/4) are on the northern side of the A473 mean that children accessing the school from these estates (and the general public) will need a safe means of crossing along this western side of the road.

The Community Council would also like to see some element of safeguarding measures to guide children to use any dedicated crossing points (for example guide railings).

2023/198 Urgent information and suggestions to the Clerk for future agenda items.

There being no further business the meeting closed at 9.20pm

The next scheduled meeting of Full Council will be held on 21th September 2023

Councillor David Evans

Chair of the Community Council



LLANHARAN COMMUNITY COUNCIL

Minutes of the Council meeting held on a hybrid basis (in person and by remote attendance), 7pm on Thursday 15th June 2023

The meeting was held in accordance with:

The Local Government and Elections (Wales) Act 2021

Members Present:

Councillors; David Evans (Chair), Chris Parker, Will Thomas, Neil Feist, Andrea James, Joanne Miller, Rhys Jenkins, Robert Lewis Watkin JP.
(Cllr Robert Lewis-Watkin JP, joined the meeting during agenda item 13)

Apologies: Cllrs. Janine Turner, Helen Donnan, Tracy Allen, Mark Steer.

Absent: Cllr Parmindra Pannu, Geraint Hopkins JP.

Clerk to the Council: Leigh Smith

RFO/Deputy Clerk to the Council: Lisa Phillips

3 members of the public.

2023/128 Welcome and Apologies.

RESOLVED

Cllr Tracy Allen proffered a reason for absence with their apology and this was accepted by Council as a valid reason for absence.

RESOLVED

Cllr Helen Donnan proffered a reason for absence with their apology and this was accepted by Council as a valid reason for absence.

RESOLVED

Cllr Janine Turner proffered a reason for absence with their apology and this was accepted by Council as a valid reason for absence.

RESOLVED



Cllr Mark Steer proffered a reason for absence with their apology and this was accepted by Council as a valid reason for absence.

2023/129 Disclosures of personal and/or prejudicial interests.

None

2023/130 Public speaking

None.

2023/131 Minutes of Extraordinary meeting 1st June 2023

RESOLVED

To defer the item to the next meeting of Council.

2023/132 Matters arising

RESOLVED

To defer the item to the next meeting of Council.

2023/133 Action Plan

Noted

2023/134 Crime Report

Noted

2023/135 Expenditure May 2023, Bank reconciliations and Spend v Budget YTD

RESOLVED

To approve expenditure for April and May 2023.

RESOLVED

To note the account reconciliations for the PSDF account for April and May 2023.

RESOLVED

To note the account reconciliations for the Barclays Bank accounts for April and May 2023.

2023/136 Pantry finances

Noted.



2023/137 Correspondence

Noted

2023/138 Member's Reports

Cllr David Evans

RCTCBC Streetcare team visited the community. They patrolled Brynna and Llanharan including the play areas with no issues reported.

2 enforcement notices were issued at separate properties in Parc View regarding waste being left on the highway. The same households will have section 46 notices issued where bags were searched and evidence found.

Bags were removed from a property at the rear of Bridgend Road and evidence found of trade waste. Fines to be issued.

Enforcement notice issued for paintings left out at the rear of a property.

2023/139 CIL Committee held Tuesday 6th June 2023

RESOLVED

CIL2023/043 Consideration of CIL Applications

To place the project 'LRGT Football pitch floodlights' onto the CIL123 list with a cost of £40,000. For further consideration of the application to be deferred pending receipt of the supporting documents required for the application plus receipt of 2 further quotations or a narrative as to why only 1 quote has been obtained.

RESOLVED

To place the project 'MUGA on LRGT land adjacent to Bryncae Community Centre' onto the CIL123 list with a budget cost of £60,000. For further consideration of the application to be deferred pending receipt of the supporting documents required for the application.

Furthermore, the Clerk to contact LRGT to ascertain on what basis they wish to proceed with the application and construction of the facility.

CIL2023/044 Adding 'Improvements to the access lane leading to the meadow rise open space' to the CIL 123 list.



RESOLVED

For the Clerk to write to Llanmoor Homes, the Landowner to enquire whether they would consider carrying out maintenance to the pathway and replacing the kissing gate to make more accessible to pushchairs and wheelchair users. For the response to be reported to the ORA Committee to take up this matter.

RESOLVED

CIL2023/046 CIL project delivery plan

To Amend the Active Project List (Those projects being actively progressed) to include only those projects shown in amber on the accompanying paper.

RESOLVED

For the Clerk to add a column to the Active Project List to indicate which of the projects require council resource in terms of project management and which are simply grants.

RESOLVED

For the RFO to draw up a cashflow plan for presentation to the Committee, showing current and forecast cashflows and balances.

2023/140 CIL Grant of £60,000 to refurbish the Llanharan OAP hall.

RESOLVED

Pending the presentation to the Clerk of a planning permission certificate or a Legal development certificate, To grant £64,800 to Llanharan OAP association from CIL funds comprising the quoted cost of the works plus a contingency. The Clerk to investigate the legality of placing a charge of £60,000 on the property for a period of 5 years and to report back the status of this matter to council. The grant to be made regardless of the outcome of the matter of a legal charge being placed on the building.

2023/141 Recommendations of HR Committee, Tuesday 13th June 2023

RESOLVED

That the Senior Grounds-person rate be set to SPC8 on the NJC pay-scale.



2023/142 Recommendations of ORA Committee, Wednesday 14th June 2023

RESOLVED

Cllr Steer asked that the actions with regard to minute reference ORA2023/025 (and Full council reference 2023/080) be prioritised by the Clerk given the ongoing issues still being experienced.
Specifically: *ORA2023/025 Blocking of access by construction vehicles at the entrance to Brynna Woods, PSM 40/2*
The Clerk to write to the developer working in the area to request a site meeting with a senior manager to address

RESOLVED

ORA2023/038 Placement of additional benches from Bryncae to 'The Square'. That 4 addition benches be purchased and sited in the following locations. 1) Adjacent to Greggs/Ground Control 2) Adjacent to the Terry's Way/Enterprise Way roundabout, 3) At the junction with Llanharry Road, 4) On the square near to the junction with Hillside Avenue. That CIL funds be used, the Clerk to enquire with RCT highways on the specifics of each location and to obtain permission to site benches and present findings and costs to the ORA Committee.

RESOLVED

ORA2023/039 Signage for allotment site gates
That the officers be authorised to spend up to £400 for signage for the allotment gates and sites.

RESOLVED

ORA2023/041 Replacement way-marker for RAN 4/1 and RAN 3/2, and broken stile RAN3/2
For the Council to fund a replacement of the way-marker at RAN4/1 and 3/2, and to replace the broken stile on RAN3/2 with a self-closing gate. To be funded from CIL funds (pending approval from RCT CIL dept). the Clerk to obtain costs to be presented to Council.

RESOLVED

For the Clerk to be authorised to approach the relevant landowners to obtain permission for the Council to replace the way-marker and to replace the stile with a self-closing gate and to arrange access accordingly.



RESOLVED

ORA2023/042 Cut and collect techniques

The Officers carry out a cost benefit exercise on the proposal to use cut and collect techniques on Council land.

RESOLVED

ORA2023/043 Felling a tree on Bridgend Road allotments

That the Clerk obtain a price to fell the tree and obtains consent from the owner of the adjacent property.

RESOLVED

ORA2023/047 To consider issuing an eviction notice on Bridgend Road allotments

That the tenant be allowed to voluntarily surrender one of the plots and that they be given the opportunity to improve the condition of the remaining plot. However, that formal notice of eviction be given on that remaining plot to be enforced if the condition of the plot has not improved during the 1 month notice period and sustained over a 3 month period at the discretion of the Clerk. The notice of eviction be issued under the appropriate terms of the tenancy agreement as set out.

2023/143 Progress on banking mandate signatories, internet banking signatories and PSDF signatories

Progress on changing the Barclays 'Primary contact' person between the former chair and current chair was noted.

RESOLVED

When the changing of the 'Primary contact' on the Barclays accounts is resolved, the RFO, Lisa Phillips will initially be added to all mandates and permissions initially. (Officers to have raising but not approval access to accounts).

Only then will the process of altering the other named persons begin.

This matter to be kept on the agenda until resolved.

RESOLVED

The following people will subsequently be added to the Barclays accounts mandates and permissions and all other Councillors names removed:

David Evans, Chris Parker, Robert Lewis-Watkin.

(The Officers of the Council to remain as raisers, but not approvers).

This matter to be kept on the agenda until resolved.

RESOLVED

To add the RFO, Lisa Phillips to the Barclaycard account as the Authorised Officer.

This matter to be kept on the agenda until resolved.



RESOLVED

For the following people to be named as directors of the PSDF accounts, all other names to be removed Councillor David Evans, Councillor Helen Donnan. Lisa Phillips to be named as a director provided her access can be limited to raising transactions only. Should this not be possible then further directors will need to be considered.

2023/144 Increasing a Credit card limit

RESOLVED

To raise the monthly credit card limit for Paul Beach from £750 a month to £1500 a month. The transaction limit to remain at £500.

2023/145 Purchases to be made from CIL funds

RESOLVED

The following, previously resolved spends to be paid using CIL funds.(Pending approval from RCTCBC).

Minute ref 2023/103 Purchase and fit a wheelchair-friendly picnic bench at Oakbrook park. To supersede resolution 2022/040

To approve a spend of up to £1,000 to provide and fit picnic bench and base at Oakbrook park.

Minute ref 2023/126 Memorial garden status update and temporary cleanup
To authorise the Clerk to spend up to £500 to remove the heras fencing and clean up the memorial garden site whilst ensuring it is maintained in a safe condition. This work to be carried out by the contractor engaged on the main contract.

Minute ref 2023/123 Revised costs for noticeboards for Llanharry Road and Ynysmaerdy.

To authorise the Officers of the Council to spend up to £3000 for replacement noticeboards for Llanharry Road and Ynysmaerdy, comprising the quotation of £2,782.20 plus a contingency.

2023/146 Terms of reference for the Community Engagement Committee

RESOLVED

That the terms of reference for the Community Engagement Committee be as per the paper presented (Appendix 14) but with clause 4 removed and the document re- numbered accordingly.



2023/147 Motion to write to RCTCBC regarding the impact on the community from delayed public works

RESOLVED

For the Clerk to write to RCTCBC with the following:

"Any further RCTCBC projects in the LCC area must be appraised for the impact on residents if delayed. RCTCBC should not only consider the effect on residents for the duration of the works, but also the additional implications of going beyond the projected delivery date.

Any financial penalties included within contracts (if implemented) should be paid to LCC to compensate for the inconvenience to residents and local businesses."

Cllr Chris Parker wished the minutes to record that he abstained on the vote.

2023/148 Royal British Legion, Llanharan Branch, for volunteer members of the Community Council to participate in the annual Remembrance Sunday event at the War Memorial.

RESOLVED

For the Clerk to communicate to the Royal British Legion that the Community Council will provide a volunteer to carry the standard, and to announce the names of those laying wreaths at the Remembrance Sunday event at the War Memorial in Brynna. For the RBL to inform us if they are required by the date of the October Council meeting at which point the Council will provide the names.

2023/149 Planning

Noted without comment.

2023/150 Exclude press and public

RESOLVED

To exclude the press and public from the meeting by virtue of the Public Bodies (Admission to Meetings) Act 1960, on the basis that with regards to the following 2 items of business, disclosure thereof would be prejudicial to the



public interest by reason of the confidential nature of the business to be transacted. Specifically with reference to Part 12 of LGA 1972 Schedule 12A.

2023/153 Meadow Rise Encroachment update

RESOLVED

Subject to the material being cleared from the site and the small piece of fence being removed as shown in the report presented to Council, the matter to be considered closed.

2023/154 Fireworks event contractual matters

RESOLVED

The Fireworks working group to be tasked with meeting all parties to negotiate the matters raised and any other matters regarding the event and for the working group to report back to the Community Engagement Working Group in due course on progress.

2023/155 Urgent information and suggestions to the Clerk for future agenda items.

None.

There being no further business the meeting closed at 8.55pm

The next scheduled meeting of Full Council will be held on 20th July 2023

Councillor David Evans

Chair of the Community Council



LLANHARAN COMMUNITY COUNCIL

Minutes of the Extraordinary Council meeting held on a hybrid basis (in person and by remote attendance), 7pm on Thursday 29th June 2023

The meeting was held in accordance with:

The Local Government and Elections (Wales) Act 2021

Members Present:

Councillors; David Evans (Chair), Janine Turner, Chris Parker, Mark Steer, Neil Feist, Andrea James, Rhys Jenkins, Will Thomas.

Apologies: Cllrs Helen Donnan, Tracy Allen, Joanne Miller.

Absent: Cllr. Geraint Hopkins JP, Parmindra Pannu, Robert Lewis-Watkin JP

Clerk to the Council: Leigh Smith

RFO/Deputy Clerk: Lisa Phillips

2023/156 Welcome and Apologies.

RESOLVED

To accept Councillor Helen Donnan's reason for absence proffered with their apology as a valid reason for absence.

RESOLVED

To accept Councillor Tracy Allen reason for absence proffered with their apology as a valid reason for absence.

RESOLVED

To accept Councillor Joanne Miller's reason for absence proffered with their apology as a valid reason for absence.

2023/157 Disclosures of personal and/or prejudicial interests.

None.



2023/158 Public speaking

None.

2023/159 Extraordinary meeting 1st June 2023 Minutes

RESOLVED

The minutes of the extraordinary meeting of Council meeting held remotely at on Thursday 1st June 2023 were approved as a true and accurate record.

2023/160 Matters arising

None

2023/161 Full Council meeting 15th June 2023 Minutes

RESOLVED

The minutes of the ordinary council meeting held on Thursday 15th June 2023 were approved as a true and accurate record.

2023/162 Matters arising

None

2023/163 Annual internal audit and Annual return of accounts for financial year 2022/23

RESOLVED

To note the internal audit and to approve the Annual return of accounts for the financial year 2022/23

2023/164 To supersede resolution 2023/140 and to consider the grant amount for the Llanharan OAP hall refurbishment.

RESOLVED

Pending the presentation to the Clerk of a planning permission certificate or a Legal development certificate, To grant £74,925 to Llanharan OAP association from CIL funds comprising the quoted £71,357 cost of the works plus a 5% contingency. The Clerk to investigate the legality of placing a charge of £60,000 on the property for a period of 5 years and to report back the status of this matter to council. The grant to be made regardless of the outcome of the matter of a legal charge being placed on the building.



2023/165 Quotations received for the sewer diversion for the memorial garden

RESOLVED

To proceed to a full tender process for the Sewer diversion for the memorial garden. For in principle the Council to commit £30,000 of CIL funds for the Sewer diversion aspect of the project and for the active project list and CIL123 list to be updated accordingly.

2023/166 Quotation to provide playground inspections for the Oakbrook skatepark and Mountain Hare play area

RESOLVED

To approve a contract for the statutory playground inspections of Mountain Hare and Oakbrook Park fixed at £75 per site, per annum for 3 years.

2023/167 Quotation for repairs to the 'Clock on the Smithy' and payment for the annual inspections.

RESOLVED

To approve the Clerk spending up to £900 on repairs and refitting to the 'Clock on the Smithy' and to approve payment of £440 for the annual inspection visits to both community clocks.

2023/168 Urgent information and suggestions to the Clerk for future agenda items.

None.

There being no further business the meeting closed at 7.35pm

The next meeting of the Council will be held on 20th July 2023.

Councillor David Evans
Chair of the Community Council

Appendix 3

Request for dispensation from attending meetings from a member

Councillor Tracy Allen requests a dispensation from attending meetings until the end of September 2023

This request is made upon the suggestion of the Clerk to prevent having to contact the Clerk to make apologies for every meeting.

Proposal:

To accept the apologies and the reason for apologies for Councillor Tracy Allen for all meetings up until the end of September 2023



Llanharan Community Council Action Plan 13.7.23

Action no	Date added	Category	From	Action	Notes	Status	Owner
2020/232h	19.2.2021	Full Council	ORA	That a draft leaflet/factsheet be produced containing information outlining the rights and responsibilities of landowners, RCT, The Community Council and members of the public.	To be progressed once ROW database progress made.		LS
2020/107	22.1.2021	Full Council	Full Council	Jan full council action - 2020/107 Public Speaking a) A member of the public requested to speak on a matter arising from item 8 – Budget 2021-22 - hanging baskets, planters and Christmas lights. RESOLVED That Officers of the Council will discuss with businesses, in order to gauge public interest in sponsoring council xmas lights.	Not started. This action to be deferred		LS
2020/118	22.1.2021	Full Council	Full Council	Jan - Full Council action - 2020/118 CorrespondenceThe meeting noted a letter received from a local resident, listing suggestions for possible uses of a piece of land at the bottom of Harold Street, Llanharan. RESOLVED - a) To commission a survey requesting ideas for future usage of the land. b) To follow up with RCT regarding the possibility of the Community Council purchasing or leasing the land.	a) Cannot proceed with survey until land purchase progresses. b) Emailed RCTCBC in May 21 - Response that no decision yet made. Jan 2023 Cllr Evans reports that RCTCBC are now actively considering this for disposal.		LS
2020/231	19.2.2021	Full Council	Full Council	RESOLVED - Officers of the council to develop a Service Level Agreement in collaboration with the LCDP and to arrange annual reporting to members.	In progress		LS
2021/138	31.10.21	Full Council	HR Com	2021/138 HR Support RESOLVED To delegate authority to spend up to the value of 10 hours of specialist HR support at a cost of £57/hour to the Clerk in relation to the particular issue discussed. And to Delegate authority to spend to the value of up to a further 10 hours at a rate of £57/hour to the HR Committee in relation to the same matter.	In progress		LS
2021/148	20.11.2021	Full Council	CIL	RESOLVED To approve CIL application from LCDP for improvements to pathway outside LCDP office. To move to phase 1 of the CIL123 list and to the Active project list and to approve the project at a cost of £1200(net) subject to the receipt of the appropriate financial information being received and scrutinised to the satisfaction of the Clerk. This application is recommended pending RCTCBC's decision on LCDP's eligibility for CIL funding.	Obtain approval from RCT. Emailed 15.12.2021 Update tracker accordingly when received and email. LCDP RCTCBC CIL and Legal met in early Feb 2022, awaiting outcomes. May 22 - Approval now obtained. LCDP to refresh quotes to ensure original resolution covers cost. Jan 23 - New quotes received. Item being resubmitted to CIL Approved	Completed	LS
2021/053	16.6.2021	Full Council	ORA	ORA2021/035 Steps in the alley between Bridgend Road and Parc Bryn Derwyn.(SIC Parc View) RESOLVED – That the Project Officer/Assistant Clerk approaches the Land registry to discover the due process to claim ownership of the lane and steps so that the Community Council can maintain them.	Contacted Land Registry on 16 Feb 22. Ref 220216-321997. Awaiting response. Application form obtained and to be completed. Superseded by a subsequent resolution to attempt to register the land (2022/233)	Completed	LS

2021/105		Full Council	CIL	2021/105 Method of funding CIL LCC21/14 'RBL Poppy shed'. RESOLVED For Llanharan Community Council to purchase the container and arrange all ancillary works to the value of £19,500 (net) from CIL funds. The Community Council to pay and reclaim the VAT in the usual manner.	Order placed Jan 22. Cabin ready for delivery, awaiting RBL to arrange. Canin delivered June 22. Formal lease required. Some minor works to be completed. Awaiting invoices from RBL.		LS
2021/105		Full Council	CIL	RESOLVED The container to then be leased to the Llanharan branch of the RBL at a peppercorn rent for an appropriate period designed to reflect the useful life of the container (30 years).	Lease to be prepared.		LS
2021/105		Full Council	CIL	RESOLVED Furthermore, that all negotiations with interested parties be delegated to the Officers of the Council in order to produce an appropriate agreement or agreements to be presented before Council for resolution at a later date.			LS
2021/013	20.1.22	Full Council	ORA	RESOLVED The Clerk to gather background information and carry out a feasibility study (Christmas decorations) with a view to presenting options to council for budgeting in late 2022 in preparation for budget 2023/24 and Christmas 2023 in relation to the following areas: New Road (A473); Lanley estate; Enterprise Way.			LS
2021/014	20.1.22	Full Council	ORA	RESOLVED To form a working group to examine purchase and placement of summer plants with a view to presenting options to council for budgeting in late 2022 in preparation for budget 2023/24 and summer 2023.	Form working group. On agenda of FC meetings until resolved. On hold pending TOR for the newly formed Community Engagement Working Group formed in May 23		LS
2022/015	20.1.22	Full Council	CIL	RESOLVED To add the potential project 'Improvements to the Welfare Field Shower Block' (Already on CIL123 list) to the Active Projects list for scoping and further investigation.	Added to list - Scoping project. Presented to March 22 CIL Committee. On hold.		LS
2022/034	18.2.22	Full Council		2022/034 Rationalisation of working groups of the Council. RESOLVED That the following working groups be dissolved: Tacking Poverty Working Group; Brynae Community Centre Working Group; Proposed Community Café/Hub Working Group; And their members be reconstituted into a new working group known as: The Community Wellbeing Working Group. Terms of reference for the group to be as per those detailed in appendix 7 presented to the meeting.	Action - To post a terms of reference document in the sharepoint folder.		LS
2022/039	18.2.22	Full Council	Audit	RESOLVED The Clerk to take such action as necessary to obtain a price of between £5000 and £3000 for the green tractor. If this price cannot be achieved following a reasonable period following advertising, then the Clerk to return to Council with a further recommendation.	Find logbook Advertise in appropriate channels. On hold pending report on Red tractor.		LS
2022/040	18.2.22	Full Council	ORA	RESOLVED To purchase a replacement, wheelchair-friendly picnic bench for up to a cost of £450 plus £120 fitting. (Oakbrook)	Purchase bench and arrange fitting. Delivery to be made to site. Co-ordinate with contractor. Obtain permission RCT parks dept. Mote: Need a note on minutes rto approve for CIL. LS contacted LA to chase Jan 23. RCTCBC Permission obtained. Minute needed to increase spend in line with new quotation. Going to Council May 23 and superceded by that resolution.	completed	LS

2022/050	18.3.22	Full council	ORA	<p>ORA2022/009 Design for steps regarding improvements to the southern end of RAN17/5 on Enterprise Way.</p> <p>RECOMMENDED</p> <p>That the design is adopted as per that in the accompanying paper, but that the steps be of concrete construction, with lower side walls and incorporate key-clamp style handrails.</p>	<p>Quote accepted and job awarded to Eric Avril.</p> <p>LS checking with RCT and landowner on spec and practicalities. Jan 23 - Job awarded. RCT highways satisfied. LS Checking with RoW, Landowner and Wales and West Utilities (Gas pipe)</p>	Completed	LS
2022/050	18.3.22	Full council	ORA	<p>ORA2022/010 pathway to the picnic bench, MUGA and Skatepark at Oakbrook play area.</p> <p>RECOMMENDED</p> <p>That the design in the accompanying paper be accepted subject to consultation with RCTCBC regarding the specification and obtaining of the relevant permissions and for the picnic bench be situated outside of the fenced-off playpark area</p>	<p>Speak to Lisa Austin at RCTCBC. Width, material etc.. Specifically for disabled access. And for permission to do the work. Need a note to make a CIL project Minute). LS chased LA for spec Jan 23. Sirte meeting held Jan 23 and permission given to fit bench. Obtaining quotes.</p>		LS
2022/050	18.3.22	Full council	ORA	<p>ORA2022/011 Disabled access to play areas in the community</p> <p>RECOMMENDED</p> <p>That before the matter is progressed further that RCTCBC parks are consulted on specification of gates (existing and future) for disabled access. Furthermore that disabled members of the community, including wheelchair users are engaged on the findings of the survey. On completion of this work an updated report to be submitted to the ORA Committee.</p>	<p>Speak to Lisa Austin RE spec for gates - existing and future.</p> <p>Look for engagement from wheelchair user(s). Review report and resubmit to ORA</p> <p>Jan 23 update. It appears all parks are accessible. LS chasing RCT survey and report from LA Jan 23 Received.</p>		LS
2022/050	18.3.22	Full council	ORA	<p>ORA2022/012 Bridleway PSM40/4, approach to Brynna Woods from Bethlehem view.</p> <p>RESOLVED</p> <p>That pending formal approval from the landowners, as described in the accompanying paper, a non-slip surface material be overlaid over the asphalt in a 1.5m wide strip from the joint on the drain cover to the joint in the road. The colour to be chosen by the landowner and approval given to spend £450 from CIL funds for the project with the project to be added to the CIL123 list and Active Project list.</p>	<p>Proceed. Booked for completion early October. Clerk to reconfirm with landowner consent given. Consent withdrawn by landowner Oct 22. RCTCBC ROW investigating options. Added to CIL lists</p> <p>Note: The landowner has withdrawn consent. On hold. Raised with RCTCBC</p>		LS
2022/051	18.3.22	Full Council	CIL	<p>RESOLVED</p> <p>That the Clerk obtains reports on the condition of the roof, drainage and water/heating system & boilers and the electrical system as deemed appropriate and the Clerk authorised to use council funds as appropriate to commission these reports, allocating from CIL funds if found to be in scope.</p>	On hold		LS
2022/051	18.3.22	Full Council	CIL	<p>RESOLVED</p> <p>That quotations for the repair/replacement for the items identified in the report (Appendix Five presented to CIL Committee Wednesday 9th March 2022) and from subsequent inspections and reports be obtained.</p>	Quote for Legionella actions received June 23, chasing fire report quote. June 23		LS
2022/051	18.3.22	Full Council	CIL	<p>RESOLVED</p> <p>That the responsibility for ensuring statutory compliance for the shower block, including arranging statutory inspections and for the appropriate rectification of any defects identified be taken on by the Clerk. To ensure the compliance with legislation and the maintain the validity of insurance cover.</p>	See 2022/051. Plus adequate documented monitoring regimes to be put in place with audit control		LS

2022/051	18.3.22	Full Council	CIL	RESOLVED (CIL2022/022) Potential project 'Upgrade of Council notice boards' That an up-to-date quote be obtained for the design and size of noticeboard shown in the accompanying paper for both Ynysmaerdy and Llanharri Road with a view to purchasing both using CIL funds and for the Active project list be amended accordingly. And for the Clerk to enquire regarding bulk discount.	Ordered. Delivery expected June 23	Completed	LS
2022/051	18.3.22	Full Council	CIL	RESOLVED (CIL2022/027) 'Garage & Memorial Garden project' To apply to divert the sewer identified on the site. Furthermore, to obtain costs to engage Welsh Water to carry out a diversion design and to carry out all works.	In progress. Tender process required for sewer diversion work.		LS
2022/066	18.3.22	Full Council		2022/066 Grant application 'The Wimbles' RESOLVED For the Council to approach 'The Wimbles' to enquire whether they would allow the Council to purchase the item and to then gift it to them. If so then the items to be purchased up to a value of £1,500 plus VAT subject to the receipt of the appropriate financial and other information required on the Council's grant form, and subject to the Clerk's satisfaction that all matters are in order.	HOLD on the instruction of the Wimbles. Check link for spec. Awaiting confirmation from RCT for CIL.		LS
2022/066	18.3.22	Full Council		2022/066 Grant application 'The Wimbles' RESOLVED For the Clerk to check whether the items/project is in scope for CIL and if so to allocate from CIL funds and to add to the appropriate CIL lists.	Emailed LL 10.11.22 Added to CIL lists.		LS
2022/083	22.4.22	Full Council		2022/083 Spend from CIL funds relating to the sewer diversion on the Memorial Garden/Garage project. RESOLVED To approve a spend of up to £7,500 from CIL funds to allow the Clerk to arrange such work as appropriate. Actual spend to be reported to council monthly in the usual manner.	In progress. Design completed and submitted to RCTBCB SuDs and Welsh Water in June 22		LS
				Upload Councillors declarations		Completed	LS
2022/098	20.5.22	Full council		To be altered - Minute 2022/090 Welcome and Apologies. Apologies for absence were received from Councillors Janine Turner, Jeff Williams, Helen Donnan and Daniel Morelli. To be altered. Many of those councillors are no longer seated and so this is incorrect.			LS
2022/108	22.5.22	Full council		2022/108 RCTCBC CIL meeting RESOLVED For the CIL Committee to consider minimum lease qualifying terms with regards to grants for projects on leased land.			
2022/106	22.5.22	Full council		2022/106 Draft lease of Bryncae Community Centre and statutory inspection and repair arrangements. RESOLVED For the Clerk to write to RCTCBC officers on the following matters: That's the Community Council requests that it be formally recognised in writing that the decision regarding future rent-free periods will not be linked to commitments to deliver capital spend and that a variety of other factors will be considered including quantifiable social values (which the Community Council would like to jointly assess on an annual basis) and the overall success of the centre. That the Community Council requests sight of the tool to quantify social value. That the Community Council request the rent values for all other halls subject to a CAT within RCT during the past 3 years and for any others having taken place in the Llanharan Community Council area regardless of timeframe. Furthermore, that RCTCBC provide the calculation/rationale upon which this rent was calculated.	Written to but no response received. Have nudged June 22 Response received Aug 22. The working group to meet prior to next FC meeting to consider options.	Completed	

2022/106	22.5.22	Full council		RESOLVED That the Clerk draws up a memorandum of understanding with RCTCBC corporate estates outlining which elements of statutory compliance and/or building maintenance would be covered and over what period. The memorandum of understanding to cover statutory items only and to exclude general maintenance and repairs. This to be presented to a future Council meeting for resolution.	Written to but no response received. Have nudged June 22. Nudged 12.8.22 RCT have stated they are happy to do so following the signing of the lease.		
2022/138	17.6.22	Full council	FC	2022/138 Terms of Reference for Community Engagement Working Group RESOLVED That the working group be made up of 3 councillors, councillor David Evans, Chris Parker and Will Thomas as previously resolved and unlimited members of the public be invited to attend. The terms of reference for the working group to be deferred to a future meeting of Council.	Dissolved in May 23	Completed	
2022/155	22.7.2022	Full council	ORA	RESOLVED That the Community Council identify where outbreaks are on RCTCBC land and take ownership of engaging RCTCBC to manage the outbreaks themselves. (Note: If the Community Council staff are able to become trained and competent in the management of Japanese knotweed it is possible that the Community Council could attempt to negotiate a service level agreement (SLA) to manage outbreaks on RCT's behalf, if desired by the Council it is recommended that this potential proposal be deferred until some future date).	Contacted both RCT in June, Awaiting responses. Quantify which areas of survey are on RCT/CC land. Survey complete.	Completed	
2022/155	22.7.2022	Full council	ORA	RESOLVED Whilst the Community Council cannot charge the public for services at this time, if its staff are to become trained and competent it could offer a 'without prejudice' advisory service to the public where Japanese knotweed appears on private land. And/or keep a list of contractors who may be able to assist private landowners.			
2022/156	22.7.2022	Full council	CIL	RESOLVED CIL2022/038 Youth shelters. That a project for the provision of youth shelters be added to the CIL123 list and Active Project lists and that the Clerk and Chair of the CIL Committee make further investigations into feasibility, cost etc... and present a comprehensive paper for the consideration of the committee at a future date.	Contacted LCDP to engage on consultation process. 11.8.22. Met on 8/9/22 with LCDP. Cllr Turner to progress. On CIL lists		
2022/156	22.7.2022	Full council	CIL	RESOLVED CIL2022/039 Location signage for Bryncae Football pitch. The Clerk to obtain a quotation and permissions to place a post and sign in a suitable location to direct the public to Bryncae football pitch.	Removed. No longer required	Completed	
2022/157	22.7.2022	Full council	Audit	RESOLVED To grant Brynna FC the amount of £708 for the reasons specified in the application. (broadly, general running costs). The Clerk to clarify whether CIL could be used for the repairs to the dugouts and if so to inform the club of the CIL grant application process	Clerk still awaiting clarity from RCTCBC on CIL status. Chased Sept 22 This project IS applicable for CIL as confirmed by RCT. Instruction to pay issued 22.6.23 from CIL		
2022/182	30.9.2022	Full Council	FC	2022/182 Purchase of a replacement laptop and a tablet RESOLVED For the Clerk to purchase a replacement laptop, and a tablet or other device to facilitate the running of hybrid meetings up to a budget of £1500.	Specification of equipment to be obtained and order placed.		LS
2022/183	30.9.2022	Full Council	ORA	RESOLVED That in principle a policy be adopted that trees will be addressed should they overshadow plots, however each case will be assessed on its merits with near-neighbours and others consulted.	Investigate PE plot and plot 31		LS

2022/183	30.9.2022	Full council	ORA	RESOLVED That the Clerk refer to the Environment(Wales) Act 2016 – Section 6, Biodiversity duty when preparing the Council’s draft strategic action plan, and that the Council’s actions with regards to Japanese knotweed, funding of the Wildlife trust and other actions are included as examples of compliance with the duty	Write the action plan.		LS
2022/184	30.9.2022	Full council	CIL	RESOLVED That the CIL application received from Llanharan OAP association regarding refurbishment of their hall be approved in principle with a budgeted spend of £60,000 allocated. That the VAT arrangements be clarified given the VAT status of the association and this reported to council for final approval prior to any monies being released. For the Clerk to advise the Association of any external funding opportunities available.	Amend lists. Investigate VAT status. Advice has been obtained and a report ready to be presented to Committee in May 2023	Completed	LS
2022/219	1.10.2022	Full council	Full council	2022/219 CIL funding for appropriate sculptures at Brynna Woods. RESOLVED To approve a spend of up to £18,000 of CIL funds (and for the project to be added to the CIL 123 list and Active Project list) for the commissioning of decorative sculptures and art works for Brynna Woods.			
2022/219	1.10.2022	Full council	Full council	RESOLVED The Clerk to enquire whether the Council’s existing insurance arrangements would cover the finished assets and to what extent, or whether alternative insurance could be arranged	Clerk emailed insurance company Jan 23. Awaiting response. Artwork added to policy 2022.	Completed	
2022/200	21.10.2022	Full council	Full council	2022/200 Repairs to Red Tractor. RESOLVED To approve a sum of £2306.55 for repairs to the red tractor.			
2022/205	21.10.2022	Full council	Full council	2022/205 Contract for supply of electricity for lights on ‘Jeff’s Lane’. RESOLVED To defer this item to a future meeting.			
2022/208	21.10.2022	Full council	Full council	2022/208 Recommendations of Bryncae Community Centre CAT working group held on Monday 17th October 2022 RESOLVED To defer the item to a future meeting.			
2022/227	18.11.2022	Full council	CIL	RESOLVED That the Clerk undertake a fresh public consultation to seek ideas from the community incorporating social media, the Council website and Council noticeboards. For the Clerk to liaise with Cllrs Evans, Thomas and Parker on how best to utilise the Community Engagement Working Group as part of the consultation.		Completed	
2022/227	18.11.2022	Full council	CIL	RESOLVED That an exercise to refresh the CIL123 and Active Project lists and to synchronise a CIL fund deferral plan to it to be deferred until after the public consultation has ended.	To be considered in May 23	Completed	
2022/227	18.11.2022	Full council	CIL	RESOLVED To amend the Council’s policy so that in circumstances where a group is not VAT exempt and is not VAT registered, to allow at the council’s discretion a grant to include the VAT element.	Add this and other policy items to application form		
2022/227	18.11.2022	Full council	CIL	RESOLVED For the Clerk to explore the VAT Exemption application process in order to be able to advise community groups where appropriate.	Look at HMRC rules and application process.	Completed	
2022/227	18.11.2022	Full council	CIL	RESOLVED That consideration of the application for a CIL grant from Bryncae Football Club be deferred for the applicant to clarify the situation with regards necessity for planning permission. For the applicant to provide 3 quotes for materials and to provide a more accurate assessment of costs. The Clerk to contact the applicant to explain the requirements	Speak to Bryncae FC. Clerk contacted club 19.12.22 Matter on hold at request of the club.		

2022/227	18.11.2022	Full council	Audit	RESOLVED That the amount of £3,104.70 be granted from CIL funds for the purposes detailed in the application from Brynna Community Centre and for the CIL123 list and Active project list to be altered accordingly. Note: Having declared a personal and prejudicial interest, Cllr Robert Lewis-Watkin left the meeting for the duration of this item of business.	Inform Brynna CC check lists updated? Completed	Completed	LS
2022/228	18.11.2022	Full council	Audit	RESOLVED To appoint Kerry-Leigh Grabham of KLG Services as the Council's internal auditor for the remainder of 2022/23 for the costs detailed in the paper presented and for the Clerk to arrange an interim audit as soon as possible	Lisa to arrange with Kerry.Edit. Resolution to dispendse with interim audit. Audit arrange June 23	Completed	LP
2022/230	18.11.2022	Full council	Full council	RESOLVED For a working group to be established to recommend a draft contract for the holding of the event to Council.	Paper for location Paper for contract / working group	Completed	LS
2022/232	18.11.2022	Full council	Full council	2022/232 King's coronation in summer 2023 RESOLVED To approve the holding of events to celebrate the King's Coronation on or around Saturday May 6th, 2023 with approval for a budget of £5,000. This amount to be vired general reserves for 2022/23 financial year. RESOLVED For arrangements for the day-to-day governance and delegation of the spend of the approved budget to be deferred to a future meeting.	Nudge to Councillors to arrange	Completed	LS
2022/238	18.11.2022	Full council	Full council	2022/238 Meadow Rise encroachments RESOLVED The Clerk to write to all affected householders regarding the matter. Subject to advice from the Council's solicitor that this action would not be prejudicial to any future legal proceedings.	Written to Solicitor 1.12.22 to instruct to prepare a draft letter. Nudged 19.12.22 and again January 2023	Completed	LS
		HR	HR	HR2022/012 To approve as a true and accurate record the minutes of the CIL committee meeting held remotely on 6th April 2022 at 7pm. RESOLVED The minutes for the meeting were approved as a true and accurate record subject to the following amendments: •That the date of the meeting in the header be changed from 9th March to 6th April.	Amend and get signed.	Completed	
nk	nk	Full council	HR	RECOMMENDED That the Clerk's pay and conditions be set to SCP27 as set out in the 2004 National Agreement on Salaries and Conditions of Service of Local Council Clerks in England and Wales that and a revised contract and relevant paperwork be prepared accordingly to take effect from 1st April 2023.			
nk	nk	Full council	HR	RECOMMENDED That the Deputy Clerk/RFO's pay and conditions be set to SCP25 as set out in the 2004 National Agreement on Salaries and Conditions of Service of Local Council Clerks in England and Wales that and a revised contract and relevant paperwork be prepared accordingly to take effect from 1st April 2023.			
2022/226	16.12.2022	Full Council	HR	2022/226 Minutes. RESOLVED The minutes for the ordinary meeting of the Council held by on a hybrid basis at 7.00pm on Thursday 17th November 2022 were approved as a true and accurate record of proceedings subject to the following amendments: Cllr Robert-Lewis Watkin JP is recording as having proffered reasons for absence. This to be removed as the Councillor was in fact present at the meeting and is recorded as such.	Amend minutes and re-publish	Completed	LS

2022/232	16.12.2022	Full Council	Full council	<p>2022/232 Audit arrangements for financial year 2022/23</p> <p>RESOLVED To deviate from resolution 2022/228 specifying an interim internal audit and year end internal audit and with regards financial year 2022/23 to hold a year end internal audit only.</p> <p>RESOLVED For the 2023/24 financial year, for the Clerk to arrange dates for an interim internal audit and year end internal audit.</p>	Lisa to arrange with auditor and place dates in the diary.		LP
2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED That subject to the prior receipt of appropriate public liability insurance certificates Eric Avril be awarded the work "Improvements to the southern end of RAN17/5 on Enterprise Way" and the Clerk be approved a spend of £8,500 + 10% contingency = £9,350. For the project to be funded using CIL funds if eligible, the Clerk to confirm with RCTCBC.</p>	Check spec with RCTCBC highways, obtain copy of insurance. Proceed. Clerk chased RCTCBC Jan 23 RE spec. Consent from all parties received. Awaiting availability of contractor and favourable weather conditions.		LS
2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED Security arrangements at allotment sites. For the Clerk to carry out a survey of Jubilee Street plot-holders in order to ascertain their views on current security arrangements at the Jubilee Street allotment site. A report to be presented to the next ORA Committee.</p>	LS to canvass.	Completed	LS
2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED PSM32/1 near Gellifedi Road That the Clerk formally write to RCTCBC Rights of Way Officers to request a site meeting to consider PSM31 and PSM32.</p>	The Clerk emailed JB 16th January 2023. Awaiting response. Agreed. LS to obtain residents contact details. JB has agreed to a meeting and will arrange.		LS
2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED Steps in the alleyway between Bridgend Road and Parc View. That the Clerk take steps to register the land in the name of the Community Council, paying any registration fees accordingly.</p>	Clerk requesting consent of Council to engage a solicitor		LS
2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED Area of rough ground near the bench next to Haran Roofing. That the Clerk take steps to register the land in the name of the Community Council, paying any registration fees accordingly.</p>	Clerk requesting consent of Council to engage a solicitor		LS
2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED Leaflet of walking routes around the community. That the Clerk purchase an annual subscription to OS Maps online up to a cost of £60 for the year.</p> <p>RESOLVED For a budget of £1000 to be allocated to this project and for the Clerk to be authorised to spend up to that amount.</p> <p>RESOLVED For the Clerk to enquire whether the project is applicable for CIL funding. If so for the project to be funded from CIL funds. If not for the funds to be taken from the general reserve.</p> <p>RESOLVED For the Clerk to engage a graphical designer to produce a draft mock-up of route 1 to demonstrate what is achievable.</p>	In progress. Meeting arranged with Graphic designer March 23. graphic designer has been engaged and is drawing up a draft concept leaflet. Project is NOT applicable for CIL.		LS
2023/015	20.01.2023	Full Council	Full Council	<p>RESOLVED To make available to the Voluntary Management Committee of Bryncae Community Centre the amount of £1000, to be repaid as soon as the group is able to withdraw funds from the Community Centre account.</p>		Completed	

2023/016	20.01.2023	Full Council	Full Council	2023/016 Annual community ceremony. RESOLVED To agree in principle to hold a community ceremony. To form a working group to explore the details, the formation	Working group to be formed at a later date. On hold pending CE Committee formed May 23. Note: This event would fall under the auspices of the Community Engagement Committee.	Completed	
2023/017	20.01.2023	Full Council	Full Council	2023/017 Covid 19 Plaque. RESOLVED £250 to be vired from general reserves in principle for a Covid-19 plaque. Details to be determined at a future meeting.	Councillors to bring proposals to a future meeting.		
2023/018	20.01.2023	Full Council	Full Council	2023/018 Chair's chain of office and updating of Chairperson's board. RESOLVED The Clerk to obtain a quotation from Fattorini's of Birmingham for the refurbishment of the Chair's chain of office and the addition of all Chair's names to the chain or its links. The Council to suspend its standing orders in this matter with regards to the obtaining of 3 quotes given that this is a specialist matter.			
2023/018	20.01.2023	Full Council	Full Council	RESOLVED For a budget of £100 to be allocated via a virement from general reserves and for the authority to spend up to this amount for the purpose of updating the Chairpersons board to be delegate to officers.			
2023/027	17.02.2023	Full Council	FC	RESOLVED To pay a 2022/23 grant of £10,000 to The Wildlife Trust of South and West Wales to assist in the maintenance and upkeep of Brynna Woods	Pay	Completed	LP
2023/038	17.02.2023	Full Council	CIL	RESOLVED CIL2022/056 Revised CIL application from LCDP That the Clerk contact LCDP and request they provide a fresh application in line with the quotation setting out all aspects of the project. This application to include evidence of whether planning permission is required.	Updated application pending.	Completed	
2023/038	17.02.2023	Full Council	CIL	RESOLVED The Clerk to investigate options for applying charges to property in relation to significant CIL grants.			
2023/038	17.02.2023	Full Council	CIL	RESOLVED CIL2022/057 CIL project to refurbish the red telephone box in the square To approve a budget and authorise spend of CIL funds of up to £6200 and provide delegated authority to the Proper Officers to complete the refurbishment of the telephone box. Project to be added to the CIL 123 list and Active project list. The final use of the box to be determined at a later date.	Add to CIL lists. - Added. Lisa to progres order.		LP
2023/038	17.02.2023	Full Council	CIL	RESOLVED The Clerk to make enquiries with RCTCBC planning, NRW and other agencies regarding the construction of the bridge.	Engaged RCTCBC rights of way and seeking an urgent meeting RE funding and timescales. Emailed JB 23.2.23. Options for funsding to be considered by Council in March23. This resolution has been superceded. These elements will be managed via a project manager as part of the tender.	Completed	
2023/038	17.02.2023	Full Council	CIL	RESOLVED CIL2022/060 Method of public consultation The Clerk to proceed with the consultation to run for the month of March. The method of engagement to be as per the paper presented. CIL lists to be published prominently on website prior to engagement commencing. Cllr Evans to assist.		Completed	

2023/038	17.02.2023	Full Council	CIL	2023/040 Llanharan OAP association hall defibrillator RESOLVED To accept the proposal made in the paper presented to the meeting and to approve the spend of £640 from CIL funds.	Lisa to progress. LS to update CIL lists	Completed	
2023/041	17.02.2023	Full Council	ORA	RESOLVED ORA2023/007 Stone hamlet/ward gateways That the Clerk design a draft public consultation to garner ideas for the location and/or design of hamlet/ward gateways in the community and for the draft to be presented to the ORA Committee for approval.	Hold until after CIL consultation.		
2023/041	17.02.2023	Full Council	ORA	RESOLVED ORA2023/010 CGI's Tree Planting Programme That the Clerk to contact GCI to check on the detailed process for applying for trees including what specific information they require.	Cllr Feist has made initial contact. Awaiting details to be able to follow up. No contact from group. Application submitted by Cllr Feist. Trees delivered and distributed April 23	Completed	
2023/041	17.02.2023	Full Council	ORA	RESOLVED ORA2023/011 Improvements to a section of Danygraig Road Councillors Turner and Donnan to meet with RCTCBC highways officers to investigate potential options for the road.	Ref Cllr Turner and Donnan.		
2023/041	17.02.2023	Full Council	ORA	RESOLVED ORA2022/060 Urgent items for information or items for future agenda. Future agenda to include training on basic tree safety training for staff and interested members.	Add to future agenda.		
2023/042	17.02.2023	Full Council	Full Council	2023/042 Damaged bench at the bottom of Terry's Way RESOLVED To approve a spend of up to £800 from CIL funds to replace the bench at the bottom of Terry's Way.	Action and add to CIL lists.		
2023/045	17.02.2023	Full Council	Full Council	2023/045 Further arrangements for Fireworks display in November 2023. RESOLVED For a working group to be formed comprising the following members: Cllrs David Evans, Neil Feist, Andrea James and Joanne Miller. The terms of reference to be to examine any extra arrangements or terms to be set regarding the holding of the event. To consider venues for the event. To make recommendations to Council on these matters	Proposals for contacting venues and original spec sent to members of working group. 22.2.23. awaiting responses from members. Working group proceeding and will present a paper in due course. Cllr Feist resigned from WG April 23. Report submitted to council May 23	Completed	
2023/047	17.02.2023	Full Council	Full Council	2023/047 Legal costs regarding Meadow Rise encroachments. RESOLVED For the Clerk to contact the insurers to enquire on their attitude regarding recovery of their costs.	council to be advised March 23	Completed	
2023/047	17.02.2023	Full Council	Full Council	2023/047 Legal costs regarding Meadow Rise encroachments. RESOLVED For more detail on this matter to be brought to a future meeting	Have contacted insurers. Investigate charges and do paper for FC March 23	Completed	

2023/052	22.02.2023	Full Council	Full Council	<p>2023/052 Motion, That Llanharan Community Council deplores the Roads Review Panel Recommendation that "the Welsh Government should not provide further support to the A473 Llanharan bypass."</p> <p>RESOLVED For the Clerk to write to the leader of RCTCBC stating that Llanharan Community Council calls upon Rhondda Cynon Taf County Borough Council to give guarantees to the people of Llanharan and Brynna, notwithstanding the recommendation that the scheme will be delivered by the local authority with or without the support of Welsh Government in the manner and timescale long-promised to the residents. And to seek a guarantee from the leader of RCTCBC.</p> <p>The Clerk to also to write to Huw Irranca-Davies MS, Member of the Senedd for the Ogmore Constituency on behalf of the residents of this community to express the Council's anger and disappointment of this Recommendation.</p>	Draft letters circulated for consideration. Letters sent. (& in email form).	Completed	
2023/060	17.3.2023	Full Council	CIL	CIL2023/007 Consideration of quotes for Llanharan OAP hall refurbishment. To engage 'The Parkinson Partnership' for an annual fee of £220 for sector specific VAT advice, to ascertain whether there are opportunities to be able to take measures to be able to reclaim VAT on the project.		Completed	
2023/060	17.3.2023	Full Council	CIL	<p>RESOLVED CIL2023/008 Community garden at Lanley estate. To add provision for a community garden at Lanley estate to the CIL123 list and Active project lists with a provisional budget allocation of £3000 and that the Clerk and interested members carry out further investigations regarding location, design, future maintenance, cost and other factors and that a paper be presented to the CIL committee at a future date.</p>	Added to lists		
2023/060	17.3.2023	Full Council	CIL	<p>RESOLVED CIL2023/009 Picnic benches at Lanley estate. To add provision for 2 picnic benches (one disable friendly) and one standard bench at Lanley estate to the CIL123 list and Active project lists with a CIL budget allocation of £3000 and that the Clerk be authorised to spend up to this amount provided the appropriate permissions etc... are obtained.</p>	Added to lists		
2023/060	17.3.2023	Full Council	CIL	<p>RESOLVED CIL2023/010 CIL application for a community garden at Ynysmaerdy. To approve a CIL application for £2750 for a community garden at Ynysmaerdy from Ynysmaerdy Community Centre and for the project to be added to the CIL123 list and Active Project lists. For the Clerk to make the purchases up to the value of £2750 regarding the project if this is acceptable to the applicant or otherwise to grant the £2750 on the understanding that the presentation of invoices would be required as proof of purchase.</p>	Added to lists		
2023/060	17.3.2023	Full Council	CIL	<p>RESOLVED CIL2023/011 CIL application from Dolau School. The matter to be deferred to a future meeting and the Clerk to contact the applicant to provide specific information on the 'Outlast School complete set with storage' which comprises a large chunk of the grant application.</p> <p>The Clerk to make enquiries with RCTCBC CIL department regarding the eligibility of the project for CIL funding.</p>	RCTCBC contacted, no response. Fresh application from dlau to be submitted to Committee May 23. Part 1 rejected, Part 2 approved. School informed.	Completed	
2023/060	17.3.2023	Full Council	CIL	<p>RESOLVED CIL2023/012 Timers to be fitted to RCT lampposts (for Christmas motifs). That the project to retrofit timers to lamp posts to allow the mounting of existing Christmas motifs be added to the CIL123 list and Active project lists and for the Clerk to obtain quotations and present to the CIL Committee at a future date.</p>	Est £1000 for CIL list. Added to lists. Enquired with RCTCBC RE whether asset data exists. June 23		
2023/061	17.3.2023	Full Council	Full council	<p>2023/061 Barclays banking mandate cancellation and raising of new mandate</p> <p>RESOLVED To cancel the current Banking mandate application and to start a new application to add the RFO (Lisa Phillips) only to the banking mandate.</p>			

2023/061	17.3.2023	Full Council	Full council	RESOLVED Following the AGM in May 2023 for a subsequent banking mandate application to be processed to add members to the mandate if necessary.			
2023/062	17.3.2023	Full Council	Full council	2023/062 Progress of Trens Crossing Working Group RESOLVED To set aside £275,000 of CIL funds to underwrite the construction of the 'Multi-user/Equestrian Bridge over the River Ewenny at Brynna Woods' project, with a view to negotiating alternative sources of funding from RCTCBC and others. The amount to be added to the CIL123 list and Active Project list.	Update CIL lists - Completed.	Completed	
2023/062	17.3.2023	Full Council	Full council	RESOLVED To organise external professional project management of the 'Multi-user/Equestrian Bridge over the River Ewenny at Brynna Woods' project.			
2023/062	17.3.2023	Full Council	Full council	RESOLVED To obtain formal advice regarding the legality of the tendering process reference the Public Contracts Regulations 2015, and the requirement or otherwise to go through a formal tendering process. The outcome to be reported to a future meeting of Council.	Advice to be presented to Council	Completed	
2023/062	17.3.2023	Full Council	Full council	For the Clerk to attempt to identify potential further sources of funding for the 'Multi-user/Equestrian Bridge over the River Ewenny at Brynna Woods' project.	A grant application was submitted to GWR Community Fund for £75,000. Response pending.	Completed	
2023/062	17.3.2023	Full Council	Full council	RESOLVED The Clerk write to RCTCBC Cabinet member for 'Development and Prosperity', Councillor Mark Norris to request a meeting to discuss RCTCBC's commitment to part funding the 'Multi-user/Equestrian Bridge over the River Ewenny at Brynna Woods' project.	Cllr Norris responded to Cllr Turner and a Zoom meeting was held to address some of the issues.	Completed	
2023/063	17.3.2023	Full Council	Full council	RESOLVED To issue notice to Llanharan RFC that regretfully, given that the Council cannot lawfully receive reimbursement for services provided the Council will cease cutting the grass at the Dairy Field from the end of September 2023.		Completed	
2023/063	17.3.2023	Full Council	Full council	RESOLVED The Clerk to carry out a more in depth analysis of the SLA's between the Community Council, RCTCBC and LRGT regarding grounds maintenance at Brynna fields and LRGT grounds. Details to be presented to Council at a future date.			
2023/064	17.3.2023	Full Council	Full council	RESOLVED RE fitting of benches and foundations - To approach Vendor C and offer them the opportunity to obtain public liability insurance and to requote. If this is the case all vendors be invited to requote. If not then Vendor B be selected as the provider.	To be represented to Council	Completed	
2023/065	17.3.2023	Full Council	Full council	2023/065 Provision for donated trees from CGI Ltd RESOLVED To allow the Clerk to advertise the donated trees to community groups and individuals in the community.		completed	
2023/065	17.3.2023	Full Council	Full council	For decisions regarding the planting of any remaining trees on Community Council land to be delegated to the ORA Committee.		Completed	
2023/066	17.3.2023	Full Council	Full council	2023/066 Competition in local schools to design the Community Council Van livery. RESOLVED For a competition to be organised to design the livery of the Community Council Van.	Details required from the Chair		
2023/080	21.4.2023	Full Council	ORA	RESOLVED ORA2023/017 ORA Action plan. The Clerk to send a summary of all pending right of way issues raised with RCTCBC with a request for update and/or RCTCBC's intentions on these matters.			

2023/080	21.4.2023	Full Council	ORA	RESOLVED ORA2023/018 Council's policy regarding allowing tree planting by plot-holders on allotment plots. That a policy be adopted immediately that when plot-holders request permission to plant trees then only Cordon trees be permitted which may not grow to a height greater than 2 meters	Put notice on gates		
2023/080	21.4.2023	Full Council	ORA	RESOLVED That the next version of the tenancy agreement issued be amended to include this policy and to include the provision that when surrendering a plot, the plot holder has the option of taking the trees with them.			
2023/080	21.4.2023	Full Council	ORA	RESOLVED ORA2023/019 Council's policy regarding allowing bee-hives on allotment plots. That the council should allow the keeping of bees in principle but that first the Clerk present a paper to a future meeting outlining any rules or restrictions that should be put in place.	Research. Contact details provided by Cllr Steer. Superseded, first the Clerk to survey current ploholders.	Completed	
2023/080	21.4.2023	Full Council	ORA	RESOLVED ORA2023/021 Quotations for noticeboards for Llanharry road and Ynysmaerdy. That the Clerk be authorised to place an order for 2 noticeboards for Llanharry Road and Ynysmaerdy respectively as per the quotation received, up to the value of £2300, to be taken from CIL funds.	To be presented to Extra meeting, quotation is £2782	Completed	
2023/080	21.4.2023	Full Council	ORA	RESOLVED ORA2023/022 Using a solicitor (conveyancer) in relation to the registration of land. For the Clerk to be authorised to spend up to £1000 to engage an appropriate solicitor for the registration of land relating to 'the steps between Bridgend Road and Parc View' and 'land near Haran Roofing'.	Emailed Devonalds Talbot Green 3.5.23 Spoke to Howells, Cardiff 12.6.23. awaiting responses. Verbally told unless evidence of occupation no claim can be made. Report to ORA.		
2023/080	21.4.2023	Full Council	ORA	RESOLVED ORA2023/023 Tree survey carried out in February 2023. The Officers authorised to make payment of £720 for the tree survey.		Completed	
2023/080	21.4.2023	Full Council	ORA	RESOLVED For the Clerk to obtain quotations for the carrying out of the work recommended in the surveys.	Arrange.		
2023/080	21.4.2023	Full Council	ORA	RESOLVED ORA2023/024 Japanese Knotweed survey previously in relation to RCTCBC land ownership. That the Clerk forward a copy of the analysis showing where Japanese knotweed (identified in the survey undertaken in 2020/2021) is present on RCTCBC land to the RCTCBC Invasive species officer.		Completed	
2023/080	21.4.2023	Full Council	ORA	RESOLVED ORA2023/025 Blocking of access by construction vehicles at the entrance to Brynna Woods, PSM 40/2. The Clerk to write to the developer working in the area to request a site meeting with a senior manager to address the issues regarding access to PSM40/2 and access to Brynna Woods	Letter written. Superseded	Completed	
2023/080	21.4.2023	Full Council	ORA	RESOLVED ORA2023/027 Cut and collect mowing. The Clerk to contact RCT Countryside department regarding the availability of suitable cut and collect machinery and best practise methods.	Cllr Steer to provide contact details and examine draft.	Completed	
2023/080	21.4.2023	Full Council	ORA	RESOLVED ORA2023/029 Allotment eviction notice. To issue an eviction notice to a plot-holder under the terms described in the confidential paper presented to the meeting	Inform tenant. Letter sent. Plot to be vacated 21st May 2023.	Completed	
2023/080	21.4.2023	Full Council	ORA	RESOLVED ORA2023/030 Request from an allotment plot-holder on Jubilee Street to keep more than 6 birds. To grant the request for dispensation to keep extra birds, none of which may be cockerels, with a review to take place at each tenancy renewal period. A count to be taken of the number of birds present and this number not to be exceeded. Stipulation that as birds pass away or are otherwise removed from the allotment plot they are not replaced, so that the number of birds kept will reach a maximum of 6 over time.	Inform tenant	Completed	

2023/080	21.4.2023	Full Council	ORA	RESOLVED ORA2023/031 Urgent items for information or items suggested to the Clerk for future agenda. To suggest to the Clerk that the following issue be added to the agenda for the next ORA Committee: Condition of stile and way-marker on RAN5/5	Completed. Added to Agenda for June 2013	Completed	
2023/081	21.4.2023	Full Council	Full Council	RESOLVED To add the RFO, Lisa Phillips as a signatory of the PSDF, removing the former RFO Tracy Rees.	Superseded	Completed	LP
2023/083	21.4.2023	Full Council	Full Council	RESOLVED To accept the quotation of CE Carpentry & Developments (Vendor C in the accompanying paper) to fit all Council benches as per the specification provided and for the price of £385 per bench, regardless of type.	Inform the contractors.	Completed	
2023/084	21.4.2023	Full Council	Full Council	2023/084 Extent and limits of cover of the Council's insurance policy RESOLVED To defer this item until May's meeting of Council to allow Councillors extra time to consider the papers.	Add to draft agenda	Completed	
2023/084	21.4.2023	Full Council	Full Council	RESOLVED - Insurance For the Clerk to enquire what cover is required and offered for the Council's allotment sites.	Advice obtained. To be fed back to Council in May 23	Completed	
2023/85	21.4.2023	Full Council	Full Council	2023/085 Progress of Trenos Crossing Working Group and Bridge over River Ewenny. RESOLVED For the Clerk to write to the appropriate person within RCTCBC to enquire what support RCTCBC would be willing to provide with the Ewenny River crossing project. From support with designing the specification and assisting in submitting a planning application through to full project management including specification, consultation, planning and delivery of the bridge and its associated civil works. The Clerk to make it clear that the Community Council has CIL funds and would welcome a negotiation on the matter should RCTCBC be minded to assist.	Email sent 3.5.23 Hard copie also sent.	Completed	
2023/85	21.4.2023	Full Council	Full Council	RESOLVED - River Ewenny Bridge project. For the Clerk to investigate the GWR customer and Community Improvement Fund for 2023/24.	Application submitted	Completed	
2023/086	21.4.2023	Full Council	Full Council	2023/086 Motion for the Community Council to write to RCT to request 'a congestion charge be introduced for heavy goods vehicles entering the village RESOLVED For the Clerk to write to the relevant person in RCTCBC to request a congestion charge for HGV's entering the village be introduced.	Clerk wrote to Cllr Andrew Morgan 3.5.23	Completed	
2023/87	21.4.2023	Full Council	Full Council	2023/087 Planning RESOLVED For the Clerk to invite AF Blakemore & Sons or their agents to invite them to make a presentation to the Council regarding its proposed planning application.	The clerk emailed the appropriate persons 27.4.23 and requested a response within 7 days. No response received.	Completed	
2023/87	21.4.2023	Full Council	Full Council	RESOLVED For the Clerk to formally respond to RCTCBC planning department regarding to planning application 22/0725/01. To request that a condition be made that the illuminated signage only be illuminated during the hours that the shop is open.		Completed	
2023/89	21.4.2023	Full Council	Full Council	2023/089 Meadow Rise encroachments, status of matters following the passing of the deadline for action on 31st March 2023 RESOLVED For the Clerk to obtain an estimated completion date from the contractor engaged to carry out the work at 6 Hillcrest and to inform the Council's solicitor of a new deadline which will be 2 weeks following that date.	Contractor has given a completion date of no later than the end of May 2023. Therefore the Clerk has written to the solicitor to issue a new deadline of 18th June 2023.	Completed	

2023/90	21.4.2023	Full Council	Full Council	RESOLVED To add to the next agenda, to consider carrying out a temporary clean-up of the memorial garden worksite at Grove Terrace and for the Clerk to present a status update.		Completed	
AM2023/001	19.5.2023	Full Council	AGM	Cllr Evans to sign declaration of office for Chair.		Completed	
AM2023/002	19.5.2023	Full Council	AGM	Cllr Donnan to sign declaration of office for Deputy Chair		Completed	
AM2023/004	19.5.2023	Full Council	AGM	AM2023/004 Committees RESOLVED That the number of Council members of each Committee be capped to an appropriate number, and in any case no Committee to exceed 8 Council members (or some other number deemed to be appropriate by Council). For this provision to be added to the standing orders of the Council.	Add to Standing orders		
AM2023/004	19.5.2023	Full Council	AGM	AM2023/004 RESOLVED That the past attendance of Council members to committees be taken into account when selecting members for any committee and that should an incumbent member of any committee have failed to attend a minimum of 50% of meetings in the previous 12 months then they be barred from serving on that committee for the following year unless in the opinion of the Council there have been special personal circumstances which have reasonably prevented them from doing so. The decision to grant dispensation in this regard to be minuted along with the reasons for granting that dispensation. This provision to be applied for those committees where there have been more than 4 meetings in the preceding year. For this provision to be added to the standing orders of the Council .	Add to Standing orders		
AM2023/004	19.5.2023	Full Council	AGM	Meeting dates for all committees to be determined and proposed to full Council.		Completed	
AM2023/004	19.5.2023	Full Council	AGM	Membership of Community engagement Committee to be determined at a future meeting of Council	Resolved June 1st 2023	Completed	
AM2023/004	19.5.2023	Full Council	AGM	Terms of reference of Community Engagement Committee to be determined at a future meeting of the Council		Completed	
AM2023/005	19.5.2023	Full Council	AGM	That the number of Council members of each working group be capped to an appropriate number, and in any case no working group to exceed 5 Council members. For this provision to be added to the standing orders of the Council.	Add to Standing orders		
AM2023/005	19.5.2023	Full Council	AGM	For the underpinning terms of reference for working groups to include the following: <ul style="list-style-type: none"> ☐ For working groups to be empowered to carry out fact-finding investigations, carry out informal negotiations (without assuming any authority of the Council as a corporate body) and to do other work in order to be able to present recommendations or reports to Council for resolution. • If members of a working group cannot come to a settled agreed recommendation or report for Council then any recommendations or report should be qualified accordingly. ☐ Working groups should liaise with the Clerk where appropriate and any recommendations should be checked for lawfulness with the Clerk before presentation to Council. The Clerk would ordinarily only attend working group meetings when requested in order to offer advice. ☐ Working group meetings are arranged informally by its members, led by the chair. It is proposed that these measures to be added to the standing orders of the Council .	Add to Standing orders		
AM	19.5.2023	Full Council	AGM	Do TOR for all committees and working groups	Do and present to Council for resolution.	Completed	
AM	19.5.2023	Full Council	AGM	Add Brynna woods artwork working group to agenda (propoeed membership and TOR)	Do and present to Council for resolution.	Completed	

AM	19.5.2023	Full Council	AGM	<p>f) Annual Community Ceremony Working Group Resolved in 2023 with membership, terms of reference and Chair to be decided at a future meeting of the Council. Considerations for resolution:</p> <ul style="list-style-type: none"> • Whether to continue the working group. • To consider the terms of reference of the Annual Community Ceremony Working Group. • Number of members of the Annual Community Ceremony Working Group. • Membership of the Annual Community Ceremony Working Group. • Chair of the Annual Community Ceremony Working Group. <p>g) Summer Planter Working Group Resolved in 2022 to examine purchase and placement of summer plants with a view to presenting options to council for budgeting in late 2022 in preparation for budget 2023/24 and summer 2023. Membership to be resolved. Considerations for resolution:</p> <ul style="list-style-type: none"> • Whether to continue the working group. • Number of members of the Summer Planter Working Group. • Membership of the Summer Planter Working Group. • Chair of the Summer Planter Working Group. 	Include these - Continuing? Membership? TOR?	Completed	
AM2023/006	19.5.2023	Full Council	AGM	<p>RCT/Town and Community Liaison Committee: The chair and Deputy Chair of the Council, currently Cllrs David Evans and Helen Donnan respectively.</p> <p>Llanharan Community Development Project: Cllr Rhys Jenkins.</p> <p>One Voice Wales RCT/Merthyr/Caerphilly/Area Committee: Cllr Rhys Jenkins.</p> <p>School Governing Bodies: Dolau Primary School – Cllr Janine Turner. Llanharan Primary School – Cllr Geraint Hopkins. Brynnau Primary School – Cllr Helen Donnan.</p> <p>Wildlife Trust Liaison Cllr Mark Steer</p>	the Clerk to inform all bodies of the representatives where there is a change.	Completed	
AM2023/007	19.5.2023	Full Council	AGM	<p>AM2023/007 Civic Allowances</p> <p>RESOLVED To pay the members allowance of £156 a year to all members with immediate effect, except to those who formally write to the Clerk indicating that they do not wish to receive the allowance</p>	Some Councillors still to provide bank details or decline.		
AM2023/007	19.5.2023	Full Council	AGM	<p>RESOLVED To pay members £52 a year for the cost of office consumables required to carry out their role, payments to be made with immediate effect.</p>	Some Councillors still to provide bank details or decline.		
AM2023/007	19.5.2023	Full Council	AGM	<p>RESOLVED For those Councillors who wish to make a claim for a mandatory contribution towards costs of care and personal assistance to contact the Clerk for further details.</p>	Noted	Completed	
AM2023/007	19.5.2023	Full Council	AGM	<p>RESOLVED To pay a Chair's allowance of £1500 to the Chair of the Council</p>		Completed	
AM2023/007	19.5.2023	Full Council	AGM	<p>RESOLVED To pay a Deputy Chair's allowance of £500 to the Deputy Chair of the Council</p>		Completed	
AM2023/007	19.5.2023	Full Council	AGM	<p>RESOLVED For those Councillors who wish to make a claim for the optional Financial Loss Allowance to contact the Clerk for further details so that a claim can be made.</p>	Noted	Completed	

	19.5.2023	Full Council	AGM	CP to add LP (RFO) to banking mandate and online signatories - and only then change designated person. Additional changes to then follow.	LS to email CP. - emailed 22.5.23		
2023/098	19.5.2023	Full Council	Full Council	2023/098 Extent and limits of cover of the Council's insurance policy RESOLVED To approve the details of cover and to continue into year 2 of a 3 year agreement on the terms presented and to approve payment of the premium up to a value of £4,800	for the Clerk to renew the policy as described. Cost £4648.53	Completed	
2023/099	19.5.2023	Full Council	Full Council	2023/099 Quotations for the fitting and subsequent removal of summer planters to be fitted to lamp-posts in the community. RESOLVED To award the work to Vendor A, d3signs and to approve payment of up to £1,500 for the work.	Inform and engage contractor	Completed	
2023/103	19.5.2023	Full Council	Full Council	2023/103 Purchase and fit a wheelchair-friendly picnic bench at Oakbrook park. To supersede resolution 2022/040 RESOLVED To approve a spend of up to £1,000 to provide and fit picnic bench and base at Oakbrook park.	Order bench and engage contractor to fit - Edit. Bench Ordered. Bench arrived, PB to assemble bench.		
2023/107	19.5.2023	Full Council	Full Council	RESOLVED For the Clerk to respond to Llanmoor homes to thank it for the opportunity to engage early and to express its opinion that should the plot be used for housing then the Community Council is keen to see more affordable housing or social housing and ideally would hope to see this plot used for that purpose.		Completed	
2023/117	1.6.377	Full council	Full Council	2023/117 Dates of Committee meetings. RESOLVED Subject to the discretion of the Committee chair, the following dates shall apply: HR Committee (Chair Cllr Rhys Jenkins) 2023: 13th June, 12th December. ORA Committee (Chair Cllr Mark Steer) 2023: 14th June, 25th July, 3rd October, 5th December 2024: 6th February, 2nd April. Audit Committee (Chair Cllr David Evans) 2023: 18th July (Grants considered), 17th October. 2024: 16th January (Grants considered, following financial year budget proposal considered), 16th April, 13th June (completed Internal audit and AGAR considered). CIL Committee (Chair Cllr Janine Turner) 2023: 6th June 2023, 4th July, 5th September, 14th November. 2024: 9th January, 5th March, 7th May. Community Engagement Committee (Chair David Evans) 2023: 27th June, 26th September, 19th December. 2024: 26th March.	Add to website Committee pages.	Completed	
2023/119	1.6.2223	Full council	CIL	RECOMMENDED To remove the following projects from the CIL123 and if relevant also from the Active Project list and return them to the Potential Project list. LCC21/13 Bike racks at Train Station. LCC21/10 Community Orchard/Wildlife areas. LCC21/11 Bike/Scooter rack/storage area for Dolau pupils. LCC22/BCFC1 Signage for Bryncae FC		Completed	

2023/119	1.6.2023	Full council	CIL	CIL2023/027 CIL application from Dolau Primary School RECOMMENDED To reject part 1 of the application. To grant part 2 of the application to the value of £3934.96	School informed. 5.6.23.	Completed	
2023/119	1.6.1823	Full council	CIL	CIL2023/028 CIL application from LCDP RECOMMENDED To grant the application to the value of £16,000 subject the application of a legal charge on the property for a period of 5 years (The Clerk to arrange) and receipt of the formal planning permission certificate.	LCDP informed 5.6.23 Clerk to arrange charge. Emailed Devonlads Talbot Green 13.7.23		
2023/119	1.6.1623	Full council	CIL	CIL2023/029 Removal of potential projects from the potential projects list RECOMMENDED To remove the following projects from the Potential Project list. 11/20/27 Road widening on Grove Terrace (linked with memorial garden/garage) 11/20/04 Outdoor exercise equipment. 11/20/12 A recycling area in the community. 11/20/13 Provision of a Saturday market. 11/20/17 Path from the Station to Bryncae. 11/20/20 Traffic restrictions along Bridgend road 11/20/21 Make speed limit near Dolau school 20mph. 11/20/29 Add access steps up the grass bank to access the footpath that runs at the rear of the houses at Heritage way to the Bryncae arms 11/20/39 Infill of flooded footpath road up near Mynydd Coedbychan (farm). Past Gellifedi road. 11/20/40 Investigate land behind Haran roofing - other land purchase opportunities 11/20/45 Swimming pool / Gym 12/20/01 Welfare ground - Changing room refurb 12/20/07 Welfare ground - Repair of condemned floodlights on rugby pitch. Limited scheme (Half pitch) 12/20/08 Welfare ground - Repair of condemned floodlights on rugby pitch. - Full pitch 12/20/11 Mains water supply to Brynna allotments. 6/12/006 Repair of cracked and dangerous paving on pavement outside LCDP centre. 7/21/001 Defibs at Bryncae Community Centre, Brynna Community Centre, Llanharan Drop in Centre, Llanharan Rugby Club, OAP Hall Llanharan, OAP Hall Brynna. 3/22/005 Youth shelters at appropriate points around the community. 4/23/001 Statue of Michael Jackson on the square. 1/21/001 Tarmac a path		Completed	
2023/119	1.6.1423	Full council	CIL	CIL2023/030 Adding project 'Outdoor exercise equipment' to the CIL 123 list RECOMMENDED To defer this item to be considered at the next meeting of the CIL Committee to allow further work to be carried out.		Completed	
2023/119	1.6.1223	Full council	CIL	CIL2023/031 Adding project 'providing a mains water supply to Brynna allotments' to the CIL 123 list RECOMMENDED To amend the scope of this project to 'Rain capture and Irrigation system for Brynna allotments' and to add to the CIL123 list with a budget figure of £10,000		Completed	
2023/119	1.6.1023	Full council	CIL	CIL2023/032 Adding project 'Purchase of the Harold Street open space land' to the CIL 123 list RECOMMENDED To add the project .Purchase of the Harold Street open space land' to the CIL123 list with a budget figure of £40,000		Completed	
2023/120	1.6.623	Full council	CIL	2023/120 CIL application from Llanharan Primary School. (Item added with the consent of the Chair of the CIL Committee) RESOLVED To grant £78,031.98 from CIL funds for the project.	School informed 5.6.23 Money paid.	Completed	
2023/122	1.6.423	Full council	Full Council	2023/122 Renewal of doors on the Council's shower block located on the Welfare Ground. RESOLVED To authorise the Officers of the Council to spend up to a value of £3000 to replace the front and rear doors of the Welfare Shower block. Comprising £2936.35 (net) as per the quotations provided and a small contingency.	Awaiting installation.		

2023/123	1.6.223	Full council	Full Council	2023/123 Revised costs for noticeboards for Llanharry Road and Ynysmaerdy RESOLVED To authorise the Officers of the Council to spend up to £3000 for replacement noticeboards for Llanharry Road and Ynysmaerdy, comprising the quotation of £2,782.20 plus a contingency.	Order placed 6.6.23		
2023/124	1.6.23	Full council	Full Council	2023/124 Fireworks 2023 venue RESOLVED To select the Welfare Ground (LRGT) as the venue for the 2023 Fireworks event.	Informed all parties. 6.6.23. Have requested of working group chair that some aspects of the offer need addressing with the fireworks provider and others.	Completed	
	1.6.23	Full council	Full Council	Terms of reference to be resolved for the Community Engagement Committee	Add to a future agenda	Completed	
2023/125	1.6.23	Full council	Full Council	2023/125 Progress on commissioning and construction of a bridge over the river Ewenny at Brynna Woods and associated matters RESOLVED For the Clerk to obtain quotations from an appropriate company to produce a scoping design for the bridge, the approaches and associated works. Quotations to be presented to a future meeting of the Council. This scoping design to be used as part of a subsequent public consultation and for tendering. The Trens Crossing Working group and others to have input into the specification.	Draft scoping quotation sent to working group members for comment.	Completed	
2023/125	1.6.23	Full council	Full Council	RESOLVED For the Trens Crossing Working Group to meet with key stakeholders as soon as possible and to seek to obtain formal written permissions as required. In particular the Wildlife Trust. NRW and any other relevant bodies.	Cllr Donnan to arrange.		
2023/125	1.6.23	Full council	Full Council	RESOLVED For the Clerk to obtain a Legal Development Certificate with regards to planning permission for the Bridge and its approaches and to confirm permissive development rights and their scope.	Emailed Jim Bailey 6.6.23 again, and planning services 13.7.23		
2023/125	1.6.23	Full council	Full Council	RESOLVED Once a scoping design is in place and all parties have given formal consent, a public consultation to be carried out on the use of CIL funds to construct the bridge.	Vale presenting a quotation ready for meeting July 20th 2023.		
2023/126	1.6.23	Full council	Full Council	2023/126 Memorial garden status update and temporary cleanup RESOLVED To authorise the Clerk to spend up to £500 to remove the heras fencing and clean up the memorial garden site whilst ensuring it is maintained in a safe condition. This work to be carried out by the contractor engaged on the main contract	Contractor engaged. 2.6.23 for a price of £500. In progress	Completed	
2023/136	16.6.23	Full council	Full Council	2023/136 RESOLVED For a comprehensive report on the operation and financing of the Pantry to be presented to a future meeting of the Council	Presented July 20th 2023	Completed	
2023/139	16.6.23	Full Council	CIL	CIL2023/043 Consideration of CIL Applications RECOMMENDED To place the project 'LRGT Football pitch floodlights' onto the CIL123 list with a cost of £40,000. For further consideration of the application to be deferred pending receipt of the supporting documents required for the application plus receipt of 2 further quotations or a narrative as to why only 1 quote has been obtained.	Added to CIL 123 list. Awaiting docs. Resolved	Completed	
2023/139	16.6.23	Full Council	CIL	RECOMMENDED To place the project 'MUGA on LRGT land adjacent to Bryncae Community Centre' onto the CIL123 list with a budget cost of £60,000. For further consideration of the application to be deferred pending receipt of the supporting documents required for the application. Furthermore the Clerk to contact LRGT to ascertain on what basis they wish to proceed with the application and construction of the facility	Added to CIL123 list. LRGT have indicated they would prefer "Reference the MUGA, in an ideal world partnership as Martin and I are struggling for time at the moment and the Community are continually asking for it" Help with contractors accessing the space and quoting would be gratefully received". Awaiting docs.	Completed	

2023/139	16.6.23	Full Council	CIL	<p>CIL2023/044 Adding 'Improvements to the access lane leading to the meadow rise open space' to the CIL 123 list.</p> <p>RECOMMENDED</p> <p>For the Clerk to write to Llanmoor Homes, the Landowner to enquire whether they would consider carrying out maintenance to the pathway and replacing the kissing gate to make more accessible to pushchairs and wheelchair users. For the response to be reported to the ORA Committee to take up this matter.</p>	Emailed 28.6.23	Completed	
2023/139	16.6.23	Full Council	CIL	<p>CIL2023/046 CIL project delivery plan</p> <p>RECOMMENDED</p> <p>To Amend the Active Project List (Those projects being actively progressed) to include only those projects shown in amber on the accompanying paper</p>	Other rows hidden but not deleted	Completed	
2023/139	16.6.23	Full Council	CIL	<p>RECOMMENDED</p> <p>For the Clerk to add a column to the Active Project List to indicate which of the projects require council resource in terms of project management and which are simply grants</p>		Completed	
2023/139	16.6.23	Full Council	CIL	<p>RECOMMENDED</p> <p>For the RFO to draw up a cashflow plan for presentation to the Committee, showing current and forecast cashflows and balances.</p>	clerk presented a snapshot in Junes CIL meeting. However a spreadsheet rolling format is required to capture live cashflow.		
2023/140	16.6.23	Full Council	Full Council	<p>2023/140 CIL Grant of £60,000 to refurbish the Llanharan OAP hall.</p> <p>RESOLVED</p> <p>Pending the presentation to the Clerk of a planning permission certificate or a Legal development certificate, To grant £64,800 to Llanharan OAP association from CIL funds comprising the quoted cost of the works plus a contingency.</p> <p>The Clerk to investigate the legality of placing a charge of £60,000 on the property for a period of 5 years and to report back the status of this matter to council. The grant to be made regardless of the outcome of the matter of a legal charge being placed on the building.</p>	Clerks note: The figure quoted is incorrect, The figure of £71358 plus congingency of 5% to be resubmitted for resolution.	Completed	
2023/141	16.6.23	Full Council	HR	<p>2023/141 Recommendations of HR Committee, Tuesday 13th June 2023</p> <p>RESOLVED</p> <p>That the Senior Grounds-person rate be set to SPC8 on the NJC pay-scale.</p>	Clerk to proceed with recruitment. Interviews scheduled for July 6th 2023. appointment made. Clerk to draw up and issue a contract.		
2023/142	16.6.23	Full Council	ORA	<p>RESOLVED</p> <p>Cllr Steer asked that the actions with regard to minute reference ORA2023/025 (and Full council reference 2023/080) be prioritised by the Clerk given the ongoing issues still being experienced.</p> <p>Specifically:ORA2023/025 Blocking of access by construction vehicles at the entrance to Brynna Woods, PSM 40/2</p> <p>The Clerk to write to the developer working in the area to request a site meeting with a senior manager to address</p>	The developer has agreed to a meeting. Cllr Steer to check whether the issues still exist and if a meeting is still worthwhile.	Completed	
2023/142	16.6.23	Full Council	ORA	<p>RESOLVED</p> <p>ORA2023/038 Placement of additional benches from Bryncae to 'The Square'.</p> <p>That 4 addition benches be purchased and sited in the following locations. 1) Adjacent to Greggs/Ground Control 2) Adjacent to the Terry's Way/Enterprise Way roundabout , 3) At the junction with Llanharan Road, 4) On the square near to the junction with Hillside Avenue. That CIL funds be used, the Clerk to enquire with RCT highways on the specifics of each location and to obtain permission to site benches and present findings and costs to the ORA Committee.</p>	Wrote to Terry Evans 13.7.23		
2023/142	16.6.23	Full Council	ORA	<p>RESOLVED</p> <p>ORA2023/039 Signage for allotment site gates</p> <p>That the officers be authorised to spend up to £400 for signage for the allotment gates and sites.</p>			

2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/041 Replacement way-marker for RAN 4/1 and RAN 3/2, and broken stile RAN3/2 For the Council to fund a replacement of the way-marker at RAN4/1 and 3/2, and to replace the broken stile on RAN3/2 with a self-closing gate. To be funded from CIL funds (pending approval from RCT CIL dept). the Clerk to obtain costs to be presented to Council.			
2023/142	16.6.23	Full Council	ORA	For the Clerk to be authorised to approach the relevant landowners to obtain permission for the Council to replace the way-marker and to replace the stile with a self-closing gate and to arrange access accordingly.			
2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/042 Cut and collect techniques The Officers carry out a cost benefit exercise on the proposal to use cut and collect techniques on Council land			
2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/043 Felling a tree on Bridgend Road allotments That the Clerk obtain a price to fell the tree and obtains consent from the owner of the adjacent property			
2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/047 To consider issuing an eviction notice on Bridgend Road allotments That the tenant be allowed to voluntarily surrender one of the plots and that they be given the opportunity to improve the condition of the remaining plot. However, that formal notice of eviction be given on that remaining plot to be enforced if the condition of the plot has not improved during the 1 month notice period and sustained over a 3 month period at the discretion of the Clerk. The notice of eviction be issued under the appropriate terms of the tenancy agreement as set out.	The Clerk wrote to plot holder 4th July 2023. Royal mail.		
2023/143	16.6.23	Full Council	Full Council	RESOLVED When the changing of the 'Primary contact' on the Barclays accounts is resolved, the RFO, Lisa Phillips will initially be added to all mandates and permissions initially. (Officers to have raising but not approval access to accounts). Only then will the process of altering the other named persons begin. This matter to be kept on the agenda until resolved			LP
2023/143	16.6.23	Full Council	Full Council	RESOLVED The following people will subsequently be added to the Barclays accounts mandates and permissions and all other Councillors names removed: David Evans, Chris Parker, Robert Lewis-Watkin (The Officers of the Council to remain as raisers, but not approvers). This matter to be kept on the agenda until resolved.			LP
2023/143	16.6.23	Full Council	Full Council	RESOLVED To add the RFO, Lisa Phillips to the Barclaycard account as the Authorised Officer. This matter to be kept on the agenda until resolved.			LP
2023/143	16.6.23	Full Council	Full Council	RESOLVED For the following people to be named as directors of the PSDF accounts, all other names to be removed Councillor David Evans, Councillor Helen Donnan. Lisa Phillips to be named as a director provided her access can be limited to raising transactions only. Should this not be possible then further directors will need to be considered.			LP
2023/144	16.6.23	Full Council	Full Council	2023/144 Increasing a Credit card limit RESOLVED To raise the monthly credit card limit for Paul Beach from £750 a month to £1500 a month. The transaction limit to remain at £500			LP

2023/145	16.6.23	Full Council	Full Council	<p>2023/145 Purchases to be made from CIL funds</p> <p>RESOLVED The following, previously resolved spends to be paid using CIL funds.(Pending approval from RCTCBC).</p> <p>Minute ref 2023/103 Purchase and fit a wheelchair-friendly picnic bench at Oakbrook park. To supersede resolution 2022/040 To approve a spend of up to £1,000 to provide and fit picnic bench and base at Oakbrook park.</p> <p>Minute ref 2023/126 Memorial garden status update and temporary cleanup To authorise the Clerk to spend up to £500 to remove the heras fencing and clean up the memorial garden site whilst ensuring it is maintained in a safe condition. This work to be carried out by the contractor engaged on the main contract.</p> <p>Minute ref 2023/123 Revised costs for noticeboards for Llanharry Road and Ynysmaerdy. To authorise the Officers of the Council to spend up to £3000 for replacement noticeboards for Llanharry Road and Ynysmaerdy, comprising the quotation of £2,782.20 plus a contingency.</p>	Check all taken from CIL and CIL lists and PSDF altered accordingly.		
2023/146	16.6.23	Full Council	Full Council	<p>2023/146 Terms of reference for the Community Engagement Committee</p> <p>RESOLVED That the terms of reference for the Community Engagement Committee be as per the paper presented (Appendix 14) but with clause 4 removed and the document re- numbered accordingly.</p>	Clerk to alter document and file (also add to summary)	Completed	
2023/147	16.6.23	Full Council	Full Council	<p>2023/147 Motion to write to RCTCBC regarding the impact on the community from delayed public works</p> <p>RESOLVED For the Clerk to write to RCTCBC with the following:</p> <p>"Any further RCTCBC projects in the LCC area must be appraised for the impact on residents if delayed. RCTCBC should not only consider the effect on residents for the duration of the works, but also the additional implications of going beyond the projected delivery date. Any financial penalties included within contracts (if implemented) should be paid to LCC to compensate for the inconvenience to residents and local businesses."</p>			
2023/148	16.6.23	Full Council	Full Council	<p>2023/148 Royal British Legion, Llanharan Branch, for volunteer members of the Community Council to participate in the annual Remembrance Sunday event at the War Memorial.</p> <p>RESOLVED For the Clerk to communicate to the Royal British Legion that the Community Council will provide a volunteer to carry the standard, and to announce the names of those laying wreaths at the Remembrance Sunday event at the War Memorial in Brynna. For the RBL to inform us if they are required by the date of the October Council meeting at which point the Council with provide the names.</p>	In October check with HF, then arrange drawing of names from a hat (During meeting??)		
2023/153	16.6.23	Full Council	Full Council	<p>2023/153 Meadow Rise Encroachment update</p> <p>RESOLVED Subject to the material being cleared from the site and the small piece of fence being removed as shown in the report presented to Council, the matter to be considered closed.</p>	Check then write to solicitor.	Completed	

2023/154	16.6.23	Full Council	Full Council	2023/154 Fireworks event contractual matters RESOLVED The Fireworks working group to be tasked with meeting all parties to negotiate the matters raised and any other matters regarding the event and for the working group to report back to the Community Engagement Working Group in due course on progress.	Clerk to add to agenda of Community Engagement Working Group	Completed	
2023/163	30.6.23	Full Council	Full Council	2023/163 Annual internal audit and Annual return of accounts for financial year 2022/23 RESOLVED To note the internal audit and to approve the Annual return of accounts for the financial year 2022/23	Submit AGAR	Completed	LP
2023/164	30.6.23	Full Council	Full Council	2023/164 To supersede resolution 2023/140 and to consider the grant amount for the Llanharan OAP hall refurbishment. RESOLVED Pending the presentation to the Clerk of a planning permission certificate or a Legal development certificate, To grant £74,925 to Llanharan OAP association from CIL funds comprising the quoted £71,357 cost of the works plus a 5% contingency. The Clerk to investigate the legality of placing a charge of £60,000 on the property for a period of 5 years and to report back the status of this matter to council. The grant to be made regardless of the outcome of the matter of a legal charge being placed on the building.	Clerk met with JM of Llan OAP and explained provision for LDC and process. Awaiting LDC document. Clerk to investigate placing a charge.		
2023/165	30.6.23	Full Council	Full Council	2023/165 Quotations received for the sewer diversion for the memorial garden RESOLVED To proceed to a full tender process for the Sewer diversion for the memorial garden. For in principle the Council to commit £30,000 of CIL funds for the Sewer diversion aspect of the project and for the active project list and CIL123 list to be updated accordingly.	Draw up tender spec and add to Sell2 wales etc..... As per financial regs. Tender posted, closing date 14th august 2023		
2023/166	30.6.23	Full Council	Full Council	2023/166 Quotation to provide playground inspections for the Oakbrook skatepark and Mountain Hare play area RESOLVED To approve a contract for the statutory playground inspections of Mountain Hare and Oakbrook Park fixed at £75 per site, per annum for 3 years.	Pay for 2023 inspection.	Completed	
2023/167	30.6.23	Full Council	Full Council	2023/167 Quotation for repairs to the 'Clock on the Smithy' and payment for the annual inspections. RESOLVED To approve the Clerk spending up to £900 on repairs and refitting to the 'Clock on the Smithy' and to approve payment of £440 for the annual inspection visits to both community clocks	Provisionally booked for August 12th 2023		

From: [REDACTED]
To: [Matthew Farley](#); geraint.e.hopkins@rctcbc.gov.uk; [Evans David \(Councillor\)](#); [Janine Turner](#); [The Clerk / Project Officer](#)
Subject: 23/0641/38 | Discharge of condition 34
Date: 05 July 2023 18:03:53

Dear Matthew Farley

I refer to the document on the Planning Portal

23/0641/38 | Discharge of condition 34 (Sustainable Development Strategy) of 10/0845/34 (insofar that it relates to Phases 3 and 4). | LAND AT FORMER OPEN CAST COAL SITE AND LAND TO THE NORTH OF THE A473, LLANILID (PHASE 3 & 4)

https://documents0122.rctcbc.gov.uk/PublicAccess_Live/Document/ViewDocument?id=AFD0069C10A04765B50CC782A8CABE73

As a member of the public I do not know if I am in a position to comment formally on this and therefore ask those copied if they share my view that they make their comments known.

The document makes numerous mentions of the Llanharan Bypass, as this is no longer supported by Welsh Government I would suggest that the arguments raised for approving the SDS are no longer valid and that it should be rejected.

I would appreciate your comments.

Yours Sincerely

[REDACTED]

From: [Morgan, Adrian](#)
To: [The Clerk / Project Officer](#)
Cc: [Luke Williams](#); [Murray, Steve](#); [Smith, Rebecca \(ESG\)](#); [Klawinski, Anthony](#); [Jones, Steffan](#)
Subject: RE: Potential Active Travel Route : Llanharan Railway Station - Maes Gobaith Estate
Date: 06 July 2023 13:13:46

Hi Leigh

Many thanks for your email.

I regret to advise that no further progress is being made at the present time with regards to the proposal (ref: RCT INM N41 in the Council's Active Travel Network Map) discussed at the site meeting last year. The Council has been focussing (and is continuing to focus) on the development of a new active travel route from the boundary with Bridgend CBC to Talbot Green – even in the event of the Llanharan by-pass not being constructed.

Recently, the Council has been liaising closely with Transport for Wales as the organisation has commissioned several corridor studies (radiating from Bridgend) which are examining potential improvements to active travel and public transport schemes. One of these corridors covers Bridgend – Pontyclun and Talbot Green (via Llanharan) and several of the improvements identified include the construction of a new active travel route to Talbot Green and the creation of an interchange at Llanharan rail station. I am copying Luke Williams at TfW in my reply as he may wish to discuss this transport study further with you.

I hope my reply above will be of assistance. Regards.

Adrian

Adrian Morgan
Cynllunydd Strategaeth Trafnidiaeth / Strategic Transport Planner
Uned Trafnidiaeth Integredig / Integrated Transport Unit
CBS Rhondda Cynon Taf CBC
Tŷ Sardis
Pontypridd CF37 1DU

Ffôn / Tel: 07385 370253



From: The Clerk / Project Officer <project@llanharan-cc.gov.wales>
Sent: 06 July 2023 10:54
To: Morgan, Adrian <Adrian.C.Morgan@rctcbc.gov.uk>
Subject: RE: Potential Active Travel Route : Llanharan Railway Station - Maes Gobaith Estate

Rhybudd: E-bost allanol yw hwn - sy wedi dod o sefydliad/unigolyn y tu allan i'r Cyngor. Byddwch yn wylidwrs wrth glicio ar ddolenni neu agor atodiadau.

Caution: This is an external email and did not originate from within the Council. Please take care when clicking links or opening attachments.

Good morning Adrian,

Can I enquire about the outcome please?

The Community Council is keep to move forward and I have been asked to enquire about the status of opportunities to work in partnership.

Best regards

Leigh

Leigh Smith

Clerk to the Council.

Llanharan Community Council

Clerk@llanharan-cc.gov.wales

project@llanharan-cc.gov.wales

www.llanharan-cc.gov.wales

Tel: 01443 231430 / 07769 266675

Mae'r neges ar gyfer y person / pobl enwedig yn unig. Gall gynnwys gwybodaeth bersonol, sensitif neu gyfrinachol. Os nad chi yw'r person a enwyd (neu os nad oes gyda chi'r awdurdod i'w derbyn ar ran y person a enwyd) chewch chi ddim ei chopio neu'i defnyddio, neu'i datgelu i berson arall. Os ydych chi wedi derbyn y neges ar gam, rhowch wybod i'r sawl sy wedi anfon y neges ar unwaith. Mae'n bosibl y bydd holl negeseuon yn cael eu cofnodi a/neu fonitro unol â'r ddeddfwriaeth berthnasol.

llanharan-cc.gov.uk

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llanharan-cc.gov.uk

From: Chris <chris.parker@llanharan-cc.gov.wales>

Sent: Wednesday, July 5, 2023 9:02 PM

To: The Clerk / Project Officer <project@llanharan-cc.gov.wales>

Subject: Fwd: Potential Active Travel Route : Llanharan Railway Station - Maes Gobaith Estate

Sent from [Outlook for Android](#)

From: Morgan, Adrian <Adrian.C.Morgan@rctcbc.gov.uk>

Sent: Thursday, March 3, 2022 3:51:27 PM

To: Lonergan, Jessica <Jessica.J.Lonergan@rctcbc.gov.uk>

Cc: Chris <chris.parker@llanharan-cc.gov.wales>; Mark Steer <marksteer150@gmail.com>;

helen.donnan@bhs.org.uk <helen.donnan@bhs.org.uk>; Smith, Rebecca (ESG)

<Rebecca.K.Smith@rctcbc.gov.uk>; Evans, Rachel <Rachel.Evans@rctcbc.gov.uk>; Bragg, Jason

<Jason.Bragg@rctcbc.gov.uk>; Phillips, Tim (Countryside) <TIMOTHY.J.PHILLIPS@rctcbc.gov.uk>;
The Clerk <clerk@llanharan-cc.gov.wales>

Subject: Potential Active Travel Route : Llanharan Railway Station - Maes Gobaith Estate

Hi Jess

I attended a site meeting earlier today with Jason and Tim (from Parks & Countryside), representatives from Llanharan CC and Helen Donnan from The British Horse Society.

When a Feasibility Study is commissioned to look at a potential route alignment there are several land owning and ecological issues that will need to be resolved (as you have mentioned) and the Study will need to consider the scope for accommodating horse riders as sections of the existing proposed alignment are already designated Bridleways. It is believed that the tracts of land covering the potential route alignment are split between RCT, Persimmon Homes and under other private ownership.

Proceeding westwards from the railway station, the existing Bridleway is wide and hard standing. It continues towards the A473, away from the railway line, and finishes at the end of Jubilee Street. If an AT route is to be built alongside the railway line towards Bryncae Community Centre, the above issues will need to be considered and resolved.

Assuming an AT route is built, it is suggested that it continues westwards beyond Bryncae Community Centre to the proposed site of a new equestrian bridge that is to be built over the railway and replace a crossing. There is already an access route to this crossing, with a poor surface and a lot of encroaching vegetation. It is also suggested that links to the proposed active travel route could be provided at the end of Terry's Way and Arthur's Place where there are already wide sections of footway in very good condition. However, we will need to be mindful that some sections of highway within the housing estates adjacent to the potential route alignment are not adopted.

If we are not successful securing funding in 2022/2023, the Community Council has indicated that it is prepared to offer some assistance.

Thanks.

Ade

Adrian Morgan
Cynllunydd Strategaeth Trafnidiaeth / Strategic Transport Planner
Uned Trafnidiaeth Integredig / Integrated Transport Unit
CBS Rhondda Cynon Taf CBC
Tŷ Sardis
Pontypridd CF37 1DU

Ffôn / Tel: 07385 370253



Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhewch wybod inni beth yw'ch dewis iaith e.e. Cymraeg neu'n ddwyieithog

Mae'r neges ar gyfer y person / pobl enwedig yn unig. Gall gynnwys gwybodaeth bersonol, sensitif neu gyfrinachol. Os nad chi yw'r person a enwyd (neu os nad oes gyda chi'r awdurdod i'w derbyn ar ran y person a enwyd) chewch chi ddim ei chopio neu'i defnyddio, neu'i datgelu i berson arall. Os ydych chi wedi derbyn y neges ar gam, rhewch wybod i'r sawl sy wedi anfon y neges ar unwaith. Mae'n bosibl y bydd holl negeseuon yn cael eu cofnodi a/neu fonitro unol â'r ddeddfwriaeth berthnasol. I ddarlflen yr ymwadiad llawn, ewch i <http://www.rctcbc.gov.uk/ymwadiad>

We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual

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Crime Figures for past 30 days

Llanharan

Burglary - 0

Damage – 0

Theft – 1

- Ynysmaerdy – Money taken. No CCTV/witnesses. No further lines of enquiry. Crime prevention advice given.

ASB - 6

- Ynysddu – Youths throwing stones on riverbank into gardens. No persons identified. Patrols in place. X2
- Rhodfa Bryn Rhydd – Cars being driven around erratic/at speed. Speed/traffic operations in progress.
- Smell of cannabis. Police have attended and carried out the relevant checks and forms submitted.
- Clos Ewenni Fach – Noise issues. Relevant advice given.
- Bridgend road – Neighbour issues. No police action wanted at this time. Neighbours moving bins/noise nuisance/verbal dispute.

Brynna

Burglary - 0

Damage - 3

- Church Street – Damage to fence. No persons identified.
- Bike taken into school and damaged. Investigation ongoing.
- Brynna road – Damage to vehicle window. No suspect identified.

Theft – 0

ASB – 5

- Ffordd y Gwaith glo – Neighbour issues. Multiagency approach including housing association/police. Suitable advice given. Patrols in place.
- Melbourne Terrace – Youths causing alarm by knocking on windows. Parents notified, youths advised and have apologised. No further incidents have occurred.
- Gellifedi rise – No ball games permitted on the street. Suitable advice given. Housing aware. Patrols in place.
- Llanharry road – Speeding. Speed operations in place by PCSO with handheld devices.
- Mynydd Coedbychan road – Family dispute. Suitable advice given.

Date: 17/07/2023

Llanharan Community Council

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Current and Premium Bank A/c

List of Payments made between 01/04/2023 and 30/06/2023

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
03/04/2023	JB Director's Trust	BACS	875.00	CP	010423-300623
03/04/2023	Barclays Bank	DIRECT	28.90	NA	Comm13Feb/12Mar
05/04/2023	Parkinson Partnership	BACS	220.00	CP	1125
05/04/2023	RCT	BACS	2,247.00	CP	53164934
05/04/2023	Barclaycard	PB Card	624.15		Pantry 31/03 & 4/4
06/04/2023	Parkinson Partnership	BACS	220.00	CP	1125
06/04/2023	Parkinson Partnership	BACS	-220.00	CP	1125
06/04/2023	Janine Turner	BACS	23.60	CP	Key cutting
06/04/2023	HM Land Registry	BACS	7.00	LS/CP	102515
06/04/2023	HM Land Registry	BACS	7.00	LS/CP	102515
11/04/2023	Tesco Mobile phones x 3	DDR	25.00	Telecom Act 1984	134168972550
11/04/2023	Barclaycard	PB Card	353.00		Pantry 6/4
17/04/2023	SSE Electric	BACS	4.88	RLW	291886931/0019
17/04/2023	SSE Electric	BACS	9.24	RLW	241887734/0019
17/04/2023	ARVAL	DDR	500.58	NA	RI0010326190
17/04/2023	Barclaycard	PB Card	382.58		Pantry 11/4&14/4
18/04/2023	TD	BACS	30.00	RLW	BCC Dep Return
18/04/2023	MJH	BACS	75.00	RLW	BCC Dep
18/04/2023	Hire-A-Funfair	BACS	3,343.50	RLW	Hire-A-Funfair
18/04/2023	MJH	BACS	75.00	RLW/JT	BCC Dep
18/04/2023	TD	BACS	30.00	RLW	BCC Return
18/04/2023	Hire-A-Funfair	BACS	3,343.50	RLW	INV-0593
18/04/2023	TD	BACS	-30.00	RLW	TD
18/04/2023	MJH	BACS	-75.00	RLW	BCC Dep
18/04/2023	Hire-A-Funfair	BACS	-3,343.50	RLW	INV-0593
21/04/2023	HMRC NI & Tax	BACS	769.74	NA	948PZ001272292312
21/04/2023	Barclaycard	PB Card	515.00		Pantry 21/04
25/04/2023	SLT	BACS	30.00	RLW	BCC Dep
25/04/2023	ABMc	BACS	30.00	RLW	BCC Dep
27/04/2023	Barclaycard	Apr23bal	2,082.05		Bcard Apr23mth end bal
27/04/2023	Barclaycard	PB Card	405.01		Pantry
28/04/2023	RCT Pension Payment	BACS	1,599.79	RLW	LCC Apr23 Remit
28/04/2023	STAFF SALARIES	BACS	4,909.69	RLW	STAFF SALARIES
02/05/2023	SS	BACS	30.00	RLW	DCC Dep Return
02/05/2023	STAFF SALARIES	BACS	209.60	CP	April Salary Tax code change
02/05/2023	SSE Electric	BACS	266.59	DDR	801900194 0005
03/05/2023	Phat Faces	BACS	140.00	CP	070523FACEPAINTBAL
03/05/2023	Barclaycard	Bcard Pant	445.35		Pantry 28/4 & 2/5
04/05/2023	D Carey	BACS	440.00	RLW	CORON DJ 1248
04/05/2023	Rialtas	BACS	906.00	RLW	30613
09/05/2023	Barclays Bank	DDR	17.94	DDR	Charges 13MAR/12APR
09/05/2023	Tesco Mobile phones x 3	BACS	28.88	DDR	134174672542
11/05/2023	A Smith	BACS	332.00	RLW	Coro23 Band

List of Payments made between 01/04/2023 and 30/06/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
12/05/2023	Llanharan Rec Ground Trust	BACS	200.00	RLW	Coronation 23
12/05/2023	FareShare Cymru	BACS	65.00	RLW	1372
12/05/2023	Barclaycard	Bcard Pant	327.03		Pantry 5/5 & 9/5
16/05/2023	SSE Electric	BACS	8.67	CP	241887734 0020
16/05/2023	SSE Electric	BACS	4.64	CP	291886931 0020
16/05/2023	ARVAL	DDR	500.58	DDR	RI0010439824
19/05/2023	Barclaycard	Bcard Pant	350.95		Pantry 12/5 & 16/5
23/05/2023	JM	BACS	52.00	RLW	Member's Allowance
23/05/2023	JM	BACS	156.00	RLW	Member's allowance
23/05/2023	JT	BACS	52.00		Member's Allowance
23/05/2023	JT	BACS	156.00	RLW	Member's Allowance
23/05/2023	NF	BACS	52.00	RLW	Member's Allowance
23/05/2023	NF	BACS	156.00	RLW	Member's Allowance
23/05/2023	RJ	BACS	52.00	RLW	Member's Allowance
23/05/2023	RJ	BACS	156.00	RLW	Member's Allowance
23/05/2023	RJ	BACS	156.00	RLW	Member's Allowance
23/05/2023	RLW	BACS	52.00	RLW	Member's Allowance
23/05/2023	HD	BACS	52.00		Member's Allowance
23/05/2023	HD	BACS	156.00	RLW	Member's Allowance
23/05/2023	DE	BACS	52.00	RLW	Member's allowance
23/05/2023	DE	BACS	156.00	RLW	Member's Allowance
23/05/2023	Wood Art Works	BACS	3,500.00	RLW	BWSP4 Pit Pony
23/05/2023	Brynna Cleaning	BACS	192.00	RLW	00397
23/05/2023	RJ	BACS	-156.00	RLW	Member's allowance
24/05/2023	Extrascope	BACS	43.20	CP	16672
25/05/2023	HD	BACS	500.00	CP	Senior allowance VC
25/05/2023	Barclaycard	Bcard Pant	675.70		Pantry 19/5; 23/5
26/05/2023	RCT Pension Payment	BACS	1,665.50	CP	LCC remit May 23
26/05/2023	STAFF SALARIES	BACS	5,289.05	CP	STAFF SALARIES
30/05/2023	Barclaycard	Bcard	396.00		Bcard Mth End
30/05/2023	SSE Electric	DDR	183.75	DDR	2719055220001
30/05/2023	SSE Electric	DDR	-266.59	DDR	8019001940006
30/05/2023	SSE Electric	DDR	249.37	DDR	8019001940007
30/05/2023	Bryncae Community Centre	BACS	-485.00	CP	BCC Refund repayment
30/05/2023	Bryncae Community Centre	BACS	-207.36		BCC Maint repayment
30/05/2023	Bryncae Community Centre	BACS	-201.63		BCC Clean exp repayment
01/06/2023	RL Watkin	BACS	156.00	CP	RL Watkin 23-24
01/06/2023	D. Evans	BACS	1,500.00	CP	Chair allowance 23-24
01/06/2023	One Voice Wales	BACS	1,519.00	CP	2023 OVW MSHIP FEE
01/06/2023	One Voice Wales	BACS	90.00	CP	5346
01/06/2023	D3SIGNS	BACS	900.00	CP	2347-4308
02/06/2023	Barclaycard	Pantry	444.04		Pantry 26/5;30/5
06/06/2023	Barclays Bank	DIRECT	17.66	DD	Charges 13/4-14/5

List of Payments made between 01/04/2023 and 30/06/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
08/06/2023	C. Parker	BACS	156.00	CP	Civic allowance
08/06/2023	C. Parker	BACS	52.00	CP	Civic consumables 23-24
08/06/2023	Parkinson Partnership	BACS	156.00	CP	Civic allowance 23-24
08/06/2023	P. Pannu	BACS	52.00	CP	Civic consumables 23-24
08/06/2023	Tesco Mobile phones x 3	DDR	28.88	DDR	134174672542
08/06/2023	Festive Lighting	BACS	10,392.30	CP	20729
08/06/2023	FareShare Cymru	BACS	65.00	CP	1507
08/06/2023	Llanharan PrimarySchoolPrivate	BACS	50,000.00	CP	CIL Grant part 1
08/06/2023	Llanharan PrimarySchoolPrivate	BACS	28,031.98	CP	CIL Grant Part 2
09/06/2023	Barclaycard	Pantry	373.99		Pantry 2/6; 3/6; 5/6
09/06/2023	Boverton Nurseries Ltd	BACS	7,944.60	RLW	2023064
09/06/2023	Les Kirk Clocks	BACS	420.00	RLW	LCC10-L
09/06/2023	Spar Logistics	BACS	1,428.00	RLW	10245
14/06/2023	A James	BACS	156.00	CP	Civic allowance
14/06/2023	A James	BACS	52.00	CP	Civic consumables
14/06/2023	SSE Electric	BACS	4.64	CP	291886931 0021
14/06/2023	SSE Electric	BACS	8.67	CP	241887734 0021
14/06/2023	Barclaycard	Pantry	690.60		Pantry 9/6;13/6
14/06/2023	British Telecomm	BACS	322.02	CP	Q095 & G
14/06/2023	RCT	BACS	5.00	RLW	329070204
14/06/2023	British Telecom	BACS	-322.02	CP	Q095 & G
14/06/2023	British Telecomm	BACS	322.03	CP	Q095 & G
15/06/2023	ARVAL	DDR	500.58	DDR	RI0010567418
15/06/2023	AG Gallagher	BACS	4,648.53	CP	523993979
18/06/2023	M Steer	BACS	156.00	CP	Civic allowance
18/06/2023	Llanharan Rec Ground Trust	BACS	12,932.06	RLW	2022 ECOCLUB
19/06/2023	G. Hopkins	BACS	156.00	RLW	Civic allowance
19/06/2023	G.Hopkins	BACS	52.00	RLW	Civic Consumables 23-24
23/06/2023	Kerry Lee Grabham Auditing	BACS	936.68	CP	1641
23/06/2023	M Steer	BACS	52.00	CP	Civic consumables
23/06/2023	Barclaycard	Pantry	462.82		Pantry 16/6; 20/6
23/06/2023	FareShare Cymru	BACS	65.00	CP	1641
23/06/2023	Welsh Water	BACS	126.53	CP	894043684745
23/06/2023	C Evans	BACS	385.00	CP	150623 Bench CIL
26/06/2023	Hire-A-Funfair	BACS	-390.00	RLW	INV-0593 Part Refund
27/06/2023	RCT Pension Payment	BACS	1,696.83	RLW	June Pension remit
27/06/2023	Staff mileage	BACS	6.80	RLW	June 23 Mileage
27/06/2023	STAFF SALARIES	BACS	5,371.86	RLW	Staff salaries June 23
27/06/2023	Barclaycard	June 23	1,221.31		BCard Mth end June23
27/06/2023	Welsh Water	BACS	113.48	RLW	894044050562
27/06/2023	Welsh Water	BACS	-113.48	rlw	894044050562
27/06/2023	Welsh Water	BACS	113.48	RLW	894044050562
27/06/2023	Welsh Water	BACS	80.04	RLW	894044020328

List of Payments made between 01/04/2023 and 30/06/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
29/06/2023	Barclaycard	Pantry	699.39		Pantry 23/6 ;27/6
29/06/2023	SSE Electric	DDR	123.56	DDR	271905522 0002
30/06/2023	Dolau Primary School	BACS	3,934.96	RLW	3934.96
Total Payments			<u>174,502.75</u>		

List of Payments made between 01/04/2023 and 30/06/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
05/04/2023	ALDI	CREDITCARD	199.30	PB	Pantry 31/3
05/04/2023	ALDI	CREDITCARD	213.90	PB	Pantry 31/03
05/04/2023	ALDI	CREDITCARD	98.66	PB	Pantry 04/04
05/04/2023	ALDI	CREDITCARD	112.29	PB	Pantry 04/04
11/04/2023	ALDI	CREDITCARD	110.91	PB	Pantry 06/04
11/04/2023	ALDI	CREDITCARD	154.87	PB	Pantry 06/04
11/04/2023	ALDI	CREDITCARD	85.95	PB	Pantry 06/04
17/04/2023	ALDI	CREDITCARD	90.21	PB	Pantry 11/04
17/04/2023	ALDI	CREDITCARD	183.62	PB	Pantry 11/04
17/04/2023	ALDI	CREDITCARD	108.75	PB	Pantry 14/04
21/04/2023	ALDI	CREDITCARD	139.81	PB	Pantry 18/04
27/04/2023	Llanharan Service Station	CREDITCARD	14.79	PB	23032301010117
27/04/2023	Screwfix	CREDITCARD	7.99	PB	A11430148764
27/04/2023	Llanharan Service Station	CREDITCARD	23.09	PB	23041401010070
27/04/2023	Corner Park Garage	CREDITCARD	23.82	PB	403518
27/04/2023	Llanharan Service Station	CREDITCARD	32.54	PB	23041901010082
27/04/2023	Screwfix	CREDITCARD	46.97	LP	A10974547351
27/04/2023	Moneysoft	CREDITCARD	93.60	LP	U289843
27/04/2023	ZOOM	CREDITCARD	12.99	LS	INV197319564
27/04/2023	ADOBE	CREDITCARD	15.17	LS	IEN2023018123693
27/04/2023	Microsoft	CREDITCARD	108.00	LS	E0200MPU58
27/04/2023	Microsoft	CREDITCARD	54.00	LS	E0200MPDGK
27/04/2023	Dunster House	CREDITCARD	863.99	LS	PS1921482
27/04/2023	ALDI	CREDITCARD	310.45	LS	Pantry 05/04
27/04/2023	ALDI	CREDITCARD	132.01	LS	Pantry 05/04
27/04/2023	ALDI	CREDITCARD	13.10	LP	Office 17/04
27/04/2023	RCT	CREDITCARD	190.00	LS	RCSH10621081
27/04/2023	Amazon	CREDITCARD	1.00	LS	DS-ASE-INV-GB-2023-131919403
27/04/2023	ALDI	CREDITCARD	151.29	PB	Pantry 24/04
27/04/2023	ALDI	CREDITCARD	197.13	PB	Pantry 24/04
27/04/2023	ALDI	CREDITCARD	56.59	PB	Pantry 24/4
03/05/2023	ALDI	CREDITCARD	210.00	PB	Pantry 28/4
03/05/2023	ALDI	CREDITCARD	109.05	PB	Pantry 02/05
03/05/2023	ALDI	CREDITCARD	125.30	PB	Pantry 02/05
11/05/2023	ALDI	CREDITCARD	108.02	PB	Pantry 05/05
11/05/2023	ALDI	CREDITCARD	113.49	PB	Pantry 05/05/23
11/05/2023	ALDI	CREDITCARD	105.52	PB	Pantry 09/05/23
19/05/2023	ALDI	CREDITCARD	94.25	PB	Pantry 12/05/23
19/05/2023	ALDI	CREDITCARD	116.69	PB	Pantry 12/05/23
19/05/2023	ALDI	CREDITCARD	140.01	PB	Pantry 16/05/23
20/05/2023	Llanharan Service Station	CREDITCARD	37.00	PB	23050201010029
20/05/2023	Llanharan Service Station	CREDITCARD	25.00	PB	23050301010210
20/05/2023	Llanharan Service Station	CREDITCARD	22.50	PB	23050401010066

List of Payments made between 01/04/2023 and 30/06/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
20/05/2023	Forest park & Garden	CREDITCARD	84.00	PB	SI-119304
20/05/2023	Llanharan Service Station	CREDITCARD	30.00	PB	23051601010125
20/05/2023	Garden & Hire Spares	CREDITCARD	58.02	LP	814471
20/05/2023	Toolstation	CREDITCARD	4.56	LP	XWW305541882
20/05/2023	ALDI	CREDITCARD	366.97	LS	Pantry 21/04/23
20/05/2023	Microsoft	CREDITCARD	108.00	LS	E0200N4A28
20/05/2023	Microsoft	CREDITCARD	54.00	LS	E0200N4AIS
20/05/2023	HM Land Registry	CREDITCARD	3.00	LS	110523
20/05/2023	HM Land Registry	CREDITCARD	6.00	LS	110523
20/05/2023	ZOOM	CREDITCARD	12.99	LS	INV201732155
20/05/2023	ADOBE	CREDITCARD	19.97	LS	IEN2023023357987
20/05/2023	Microsoft	CREDITCARD	79.99	LS	230423
24/05/2023	ALDI	CREDITCARD	237.56	PB	190523
24/05/2023	ALDI	CREDITCARD	227.18	PB	190523
24/05/2023	ALDI	CREDITCARD	210.96	PB	230523
02/06/2023	ALDI	CREDITCARD	22.95	PB	260523
02/06/2023	ALDI	CREDITCARD	130.97	PB	260523
02/06/2023	ALDI	CREDITCARD	156.77	PB	020623
02/06/2023	ALDI	CREDITCARD	133.35	PB	020623
08/06/2023	ALDI	CREDITCARD	102.38	PB	020623
08/06/2023	ALDI	CREDITCARD	121.61	PB	020623
08/06/2023	ALDI	CREDITCARD	156.45	PB	060623
14/06/2023	ALDI	CREDITCARD	187.02	PB	090623
14/06/2023	ALDI	CREDITCARD	94.76	PB	130623
14/06/2023	ALDI	CREDITCARD	109.56	PB	130623
23/06/2023	ALDI	CREDITCARD	134.01	PB	160623
23/06/2023	ALDI	CREDITCARD	152.66	PB	160623
27/06/2023	Llanharan Service Station	CREDITCARD	14.29	PB	2306061482
27/06/2023	Pencoed Builders Merchant	CREDITCARD	26.13	PB	40599
27/06/2023	Llanharan Service Station	CREDITCARD	12.00	PB	2306113101
27/06/2023	ALDI	CREDITCARD	4.79	LP	120623
27/06/2023	ALDI	CREDITCARD	299.26	LS	090623
27/06/2023	ZOOM	CREDITCARD	12.99	LS	206061645
27/06/2023	ADOBE	CREDITCARD	19.97	LS	IEN2023028650781
27/06/2023	Microsoft	CREDITCARD	108.00	LS	E0Z00NIRZR
27/06/2023	Microsoft	CREDITCARD	54.00	LS	E0Z00NITOS
27/06/2023	Llanharan Service Station	CREDITCARD	40.02	PB	2305319858
27/06/2023	NBB Outdoors	CREDITCARD	636.00	LS	3780096
Total Payments			9,286.76		

17/07/2023

Llanharan Community Council

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Detailed Income & Expenditure by Budget Heading 300623

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Income</u>							
1076 Precept	261,900	261,900	0			100.0%	
1090 PSDF Re-invested dividend	6,817	1,500	(5,317)			454.5%	
1100 Agency Income	(1,330)	1,330	2,660			(100.0%)	
1990 Other Income	2,022	200	(1,822)			1011.0%	
Income :- Income	<u>269,409</u>	<u>264,930</u>	<u>(4,479)</u>			101.7%	<u>0</u>
Net Income	<u>269,409</u>	<u>264,930</u>	<u>(4,479)</u>				
<u>200 Administration</u>							
4000 Staff Salaries & Wages (Net)	15,780	55,667	39,887		39,887	28.3%	
4005 Employer & Employee Pension	4,962	22,447	17,485		17,485	22.1%	
4010 Employer & Employee NI & Tax	0	35,823	35,823		35,823	0.0%	
4055 Mileage & Subsistence	7	200	193		193	3.4%	
4060 Council Tax	2,247	2,400	153		153	93.6%	
4065 Office Rent	875	3,600	2,725		2,725	24.3%	
4070 IT Costs (Office 365)Web Site	672	2,500	1,828		1,828	26.9%	
4075 Telephone & Broadband	337	1,400	1,063		1,063	24.1%	
4080 Electric (office)	263	3,500	3,237		3,237	7.5%	
4085 Water Rates (for Office)	80	350	270		270	22.9%	
4090 Stationery and postage	0	330	330		330	0.0%	
4095 Cleaning Materials	7	50	43		43	13.3%	
4100 Cleaning Contract	192	1,160	968		968	16.6%	
4105 Office Cap ExpChain of Office	0	500	500		500	0.0%	
4110 Office Maintenance	17	500	483		483	3.4%	
4115 Professional and Legal Fees	220	3,500	3,280		3,280	6.3%	
4116 Land Registry Fees	23	60	37		37	38.3%	
4120 Internal Audit Fees	(63)	2,000	2,063		2,063	(3.2%)	
4125 External Audit Fees	(755)	2,000	2,755		2,755	(37.8%)	
4130 Subscriptions and Memberships	2,480	2,000	(480)		(480)	124.0%	
4135 Bank Charges	65	200	136		136	32.3%	
4140 Storage Space Rental	0	360	360		360	0.0%	
Administration :- Indirect Expenditure	<u>27,407</u>	<u>140,547</u>	<u>113,140</u>	<u>0</u>	<u>113,140</u>	<u>19.5%</u>	<u>0</u>
Net Expenditure	<u>(27,407)</u>	<u>(140,547)</u>	<u>(113,140)</u>				
<u>220 Insurances</u>							
4200 General Insurance	4,649	4,300	(349)		(349)	108.1%	
4205 Vehicle Insurance	0	2,500	2,500		2,500	0.0%	
4210 Office Insurance	0	90	90		90	0.0%	
Insurances :- Indirect Expenditure	<u>4,649</u>	<u>6,890</u>	<u>2,241</u>	<u>0</u>	<u>2,241</u>	<u>67.5%</u>	<u>0</u>
Net Expenditure	<u>(4,649)</u>	<u>(6,890)</u>	<u>(2,241)</u>				

Continued over page

Detailed Income & Expenditure by Budget Heading 300623

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>240 Staff & Member Training</u>							
4300 Members Training	90	750	660		660	12.0%	
4305 Staff Training	0	750	750		750	0.0%	
Staff & Member Training :- Indirect Expenditure	90	1,500	1,410	0	1,410	6.0%	0
Net Expenditure	(90)	(1,500)	(1,410)				
<u>260 Member's Allowances</u>							
4350 Chair	1,500	1,500	0		0	100.0%	
4355 Special Responsibility	500	500	0		0	100.0%	
4360 Member Allowances	2,496	2,100	(396)		(396)	118.9%	
Member's Allowances :- Indirect Expenditure	4,496	4,100	(396)	0	(396)	109.7%	0
Net Expenditure	(4,496)	(4,100)	396				
<u>300 Plant & Equipment</u>							
4400 Plant Purchase / Lease	1,256	5,500	4,244		4,244	22.8%	
4415 Red Tractor Maintenance	0	1,000	1,000		1,000	0.0%	
4420 Portable & Hand Tools Purchase	0	250	250		250	0.0%	
4425 Portable & Hand Tool Maint	73	400	327		327	18.1%	
4430 PPE - New & Replacement	0	275	275		275	0.0%	
4435 Plant & Equipment Fuel	207	1,500	1,293		1,293	13.8%	
Plant & Equipment :- Indirect Expenditure	1,536	8,925	7,389	0	7,389	17.2%	0
Net Expenditure	(1,536)	(8,925)	(7,389)				
<u>400 Street Furnishings</u>							
4500 Hanging Baskets	7,384	7,500	116		116	98.5%	
4505 Christmas Lights and Trees	8,660	27,500	18,840		18,840	31.5%	
4510 Public Clocks - Maintenance	420	500	80		80	84.0%	
4515 Notice Boards - Maintenance	39	100	61		61	39.1%	
4520 Bus shelter - Maintenance	0	100	100		100	0.0%	
4525 Planters - Maintenance	0	100	100		100	0.0%	
4530 Benches & Tables Maintenance	0	100	100		100	0.0%	
Street Furnishings :- Indirect Expenditure	16,504	35,900	19,396	0	19,396	46.0%	0
Net Expenditure	(16,504)	(35,900)	(19,396)				
<u>500 Community Functions</u>							
4600 Christmas Dinners	0	6,000	6,000		6,000	0.0%	
4605 Soup and Carols	0	250	250		250	0.0%	

Detailed Income & Expenditure by Budget Heading 300623

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4610 Firework Display	0	9,000	9,000		9,000	0.0%	
4615 Multi Cultural Carnival	0	5,500	5,500		5,500	0.0%	
4617 King's Coronation 23	4,649	0	(4,649)		(4,649)	0.0%	
4620 General Sponsorship	0	500	500		500	0.0%	
Community Functions :- Indirect Expenditure	4,649	21,250	16,601	0	16,601	21.9%	0
Net Expenditure	(4,649)	(21,250)	(16,601)				
<u>550 Grants</u>							
4700 General Grants	(720)	10,000	10,720		10,720	(7.2%)	
4710 LCDP - SLA	0	25,000	25,000		25,000	0.0%	
4715 Wild Life Trust - Brynna Woods	0	10,000	10,000	5,000	5,000	50.0%	
Grants :- Indirect Expenditure	(720)	45,000	45,720	5,000	40,720	9.5%	0
Net Expenditure	720	(45,000)	(45,720)				
<u>600 Outdoor Spaces</u>							
4800 Rights of Way	22	1,330	1,308		1,308	1.6%	
4805 Skateboard Park - Maintenance	0	500	500		500	0.0%	
4810 Play & O/Spaces Maintenance	0	500	500		500	0.0%	
4815 General Repair Consumables	0	250	250		250	0.0%	
Outdoor Spaces :- Indirect Expenditure	22	2,580	2,558	0	2,558	0.8%	0
Net Expenditure	(22)	(2,580)	(2,558)				
<u>620 War Memorials</u>							
4855 Other Maintenance	0	550	550		550	0.0%	
War Memorials :- Indirect Expenditure	0	550	550	0	550	0.0%	0
Net Expenditure	0	(550)	(550)				
<u>630 Llanharan Pantry</u>							
1991 Llanharan Pantry	1,995	0	(1,995)			0.0%	1,995
Llanharan Pantry :- Income	1,995	0	(1,995)				1,995
4730 Llanharan Pantry Expenses	6,149	1,500	(4,649)		(4,649)	409.9%	6,829
Llanharan Pantry :- Indirect Expenditure	6,149	1,500	(4,649)	0	(4,649)	409.9%	6,829
Net Income over Expenditure	(4,154)	(1,500)	2,654				
6000 plus Transfer from EMR	6,829						
6001 less Transfer to EMR	1,995						
Movement to/(from) Gen Reserve	680						

Detailed Income & Expenditure by Budget Heading 300623

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>640 Bryncae Community Centre</u>							
4735 BCC Cleaning Expenses	(202)	0	202		202	0.0%	
4740 BCC Maintenance Expenses	(184)	0	184		184	0.0%	
4745 BCC Deposits	(290)	0	290		290	0.0%	
Bryncae Community Centre :- Indirect Expenditure	(675)	0	675	0	675		0
Net Expenditure	675	0	(675)				
<u>650 Street Lighting Electric</u>							
4575 Street Lighting Electric	39	300	261		261	12.9%	
Street Lighting Electric :- Indirect Expenditure	39	300	261	0	261	12.9%	0
Net Expenditure	(39)	(300)	(261)				
<u>700 Allotments</u>							
1200 Allotment Income	46	2,500	2,455			1.8%	
Allotments :- Income	46	2,500	2,455			1.8%	0
4900 Allotment Lease Costs	0	22	22		22	0.0%	
4901 Allotment Maintenance	0	100	100		100	0.0%	
4905 Allotment Water	240	350	110		110	68.6%	
Allotments :- Indirect Expenditure	240	472	232	0	232	50.8%	0
Net Income over Expenditure	(195)	2,028	2,223				
<u>750 Community Infrastructure Levy</u>							
4950 CIL Benches	915	0	(915)		(915)	0.0%	915
4958 CIL Grants	95,619	0	(95,619)		(95,619)	0.0%	95,619
4961 CIL Brynna Woods Wood ArtWorks	3,500	0	(3,500)		(3,500)	0.0%	3,500
4962 CIL Project Telephone Kiosk	1,428	0	(1,428)		(1,428)	0.0%	1,428
Community Infrastructure Levy :- Indirect Expenditure	101,462	0	(101,462)	0	(101,462)		101,462
Net Expenditure	(101,462)	0	101,462				
6000 plus Transfer from EMR	101,462						
Movement to/(from) Gen Reserve	0						
<u>800 Contingency</u>							
4990 Contingency	0	10,000	10,000		10,000	0.0%	
Contingency :- Indirect Expenditure	0	10,000	10,000	0	10,000		0
Net Expenditure	0	(10,000)	(10,000)				

Detailed Income & Expenditure by Budget Heading 300623

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	271,450	267,430	(4,020)			101.5%	
Expenditure	165,847	279,514	113,667	5,000	108,667	61.1%	
Net Income over Expenditure	<u>105,603</u>	<u>(12,084)</u>	<u>(117,687)</u>				
plus Transfer from EMR	108,291						
less Transfer to EMR	1,995						
Movement to/(from) Gen Reserve	<u>211,899</u>						

Appendix 9

Progress on banking mandate signatories, internet banking signatories and PSDF signatories

Barclays Bank

A mandate change request form to transfer the primary authority to the new Chair has been completed by both parties and returned to Barclays Bank Mandate Change team on 14.07.23.

Await further instructions from Barclays Bank Mandate team.

Public Sector Deposit Fund

A change of signatory form has been received and part completed.

Await the signatures of the incumbents (former Chair and Vice Chair) and new signatories (Chair and Vice Chair) before the form can be submitted to CCLA investment funds.

RFO suggests a third signatory is added to this change request, given that the RFO cannot have restricted access to raise transfer requests and does not want access to full authorisations.

Barclaycard

Confirmation required as to whether the primary authority on this account can reside with former Chair or needs to be transferred.

Appendix 10

Report on operational and financial aspects of 'The Pantry'

Background

The Pantry came under the auspices of the community Council in January 2022 operating on a Saturday morning from Bryncae Community Centre, staffed by volunteers.

The Council subsequently resolved to also open on a Wednesday morning with support provided by the officers and to authorise the use of a fund of £3000 to be used if necessary to allow for cashflow interruptions and to maintain service in the event of unforeseen circumstances.

Operational aspects of the pantry

The Pantry is staffed by volunteers.


The Grounds-person collects food from Aldi, Talbot Green twice per week and delivers it to the Bryncae Community Centre. This takes up on average around 5 hours per week.

The Deputy Clerk/RFO processes the receipts and manages the Barclaycard spend. This takes on average 1 hour a week and an additional 4 hours at month end.

Food is predominantly purchased from Aldi. Early on, an exercise was carried out to identify the cheapest vendor for purchasing food and the cheapest and most appropriate products. There is a set stock list of specific products that are purchased weekly. Stock is managed via a spreadsheet to manage optimal stock levels and prevent over-ordering.

This stock list was reviewed in July 2023 and several items removed in order to reduce costs further and maintain the sustainability of the Pantry to those in need. In particular, frozen foods are no longer offered. This has reduced costs significantly (See finances section). The stock list will remain under constant review.

Stock list (Example from July 2023, after frozen and other items removed)

Order Date: 13.07.2023		Collection Date: Friday	14.07.2023		
Product list V5					
	Code	Number of Items Required	Unit cost	Total cost	
Essentials Penne Pasta	4088600231280	0	0.41	£0.00	
Rice	4088600392516	20	0.48	£9.60	
Cucina Pasta bake, Cheese&Bacon	4088600084268	5	0.75	£3.75	
Cucina Pasta Bake, Tomato & Bacon	4088600084251	6	0.75	£4.50	
Everyday essentials medium sliced white bread	4088600011820	5	0.39	£1.95	
Everyday essentials medium sliced wholemeal bread	4088600011837	3	0.39	£1.17	
Bramwells chicken soup	4088600068350	9	0.57	£5.13	
Bramwells vegetable soup	4088600068343	9	0.57	£5.13	
Bramwells tomato soup	4088600068367	4	0.57	£2.28	
Essentials Baked beans	4088600072487	20	0.27	£5.40	
Essentials chopped tomatoes	4088600298924	19	0.32	£6.08	
Essentials red kidney beans	4088600105758	2	0.33	£0.66	
Fourseasons chickpeas	4088600140858	4	0.49	£1.96	
Ye Olde Oak hotdogs	5010431601627	12	0.59	£7.08	
Essentials spaghetti hoops	4088600072555	12	0.16	£1.92	
Essentials garden peas	4088600108704	14	0.24	£3.36	
Four seasons sliced carrots	4088600219844	12	0.34	£4.08	
Essentials Tuna chunks in brine	4088600397245	17	0.55	£9.35	
Essentials peeled potatoes	4088600548456	17	0.38	£6.46	
Bramwells meatballs in gravy	4088600172309	20	0.67	£13.40	
Bramwells meatballs in tomato sauce	4088600172316	14	0.67	£9.38	
Bramwells Soup in a Cup Tomato	4088600063553	7	0.45	£3.15	
Bramwells Soup in a Cup Chicken	4088600063560	16	0.45	£7.20	
Bramwells Soup in a Cup Minestrone	4088600063546	20	0.45	£9.00	
Corn flakes	4088600248646	11	0.63	£6.93	
Everyday Essentials Porridge Oats	4088600021102	14	0.70	£9.80	
Dairy Pride Semi Skimmed Long Life Milk 1l	5000316020001	20	0.69	£13.80	
Dairy Pride Skimmed Long Life Milk 1l	5000316030055	1	0.69	£0.69	
		£153.21		£153.21	

Further food is purchased from 'Fairshare', an organisation who obtain good quality food, that would otherwise go to waste, and provide it on a discounted basis to local charities and groups who use it to support people in their communities. This cost is £65/month for 50kg of food per week, the products vary. Attempts have been made to increase the proportion of Fairshare predicted goods but due to national demand they are not increasing orders or taking on new purchasers.

The rules of the Pantry, which are laid out in notices and enforced by volunteers are that users may only attend the Pantry once per week and take a maximum of around £20 of food. Previously a maximum of 5 frozen items were provided, this is no longer the case given frozen food is no longer provided.

The Pantry has registered with RCTCBC and has been visited by and successfully assessed by both Food hygiene (Food Hygiene rating - 4) and trading standards.

The Pantry on average serves approximately 30-35 people per week.

Financial aspects of the pantry (All figures Circa)

The Pantry 'Accounts' is maintained within the Council's normal bank account.

Income and expenditure is monitored using a dedicated spreadsheet, and the accounts are maintained in an earmarked reserve in Riatas (The accounting software used).

The spreadsheet data is shown at the bottom of this report and has been sent to Councillors separately.

In summary before the recent reduction in stocked items, the net annual cost is:

Income:

£8000 cash receipts

Spend

£25,000 of food purchases.

Balance

- £17,000

Since inception circa £19,000 received in grant funding. Note: Some one-off capital purchases made using these funds. Some grants capital only grants.

Summary of Income/Expenditure forecast.(Circa)

Income: £6,800 cash receipts

Expenditure: £16,000

Balance: - £9,200 / annum

Funds currently available:

£2000 cash in hand.

£1000 imminent grant (granted awaiting payment)

£3000 in reserve (Council funds)

Total £6,000

Forecasted amount required from further grants (Several applications made): £3200

Indirect costs – Staff costs (based on pantry twice per week) = £1,700 (Admin),
£3,200 (Groundsman). Total circa £4,900

		Payments and other income		
	Date	£	Receipt?	Description
Money In				
Arnold Clarke Grant	10/12/2021	2500.00		
Transferred into bank (Janine)	08/02/2022	32.84		
RCT grant (Food support fund)	01/08/2022	500.00		
Asda award	01/08/2022	300.00		
Comm lottery grant	21/10/2022	8600.00		
RCT Food Support fund	14/12/2022	1779.00		
Arnold Clarke Grant	15/12/2022	2500.00		
GH Windfarm	06/07/2022	2000.00		
JT Windfarm	06/07/2022	1000.00		
Total cash receipts	Rolling	8973.28		
total in		28185.12		
Money Out				
FareShare Cymru	20/04/2022	195.00		
500 leaflets	01/07/2022	96.56		
FareShare Cymru	01/08/2022	195.00		
Asda online order	05/08/2022	306.00		Janine paid - claimed back
Asda online order	17/08/2022	284.20		LS claim received Ref 4282229000568 ASDA receipt requested
Amazon order (Noticeboards etc..)	18/08/2022	90.86		
Asda online order	20/08/2022	271.09		LS claim received Ref 7962238000661 ASDA receipt requested
Fridge freezer	23/08/2022	348.99		Add to asset register
Chest freezer	23/08/2022	278.99		Add to asset register
25th Aug online shop Asda	25/08/2022	98.45		LS claim
30th Aug Aldi shop	30/08/2022	57.74		LS claim
5th Sept online shop Asda	05/09/2022	418.00		LS claim
Cash to Janine for Aldi visit	06/09/2022	160.00		Change and receipt req
Aldi shop	06/09/2022	93.29		Janine used float cash (£160)
Booker shop	09/09/2022	276.32		Combo cash and card
Aldi shop	09/09/2022	49.20		LCC CC
Booker shop	13/09/2022	425.36		LCC CC
Aldi shop	20/09/2022	103.55		Janine - Need receipt Paid to Janine 20/9
Aldi shop	23/09/2022	139.06		LS claim
Aldi shop	23/09/2022	18.80		LS claim
Aldi shop	28/09/2022	93.74	tbc	
Aldi shop	28/09/2022	188.87	tbc	
Aldi shop	28/09/2022	55.03		
Aldi shop	28/09/2022	41.86		
Booker shop	30/09/2022	225.12		
Aldi shop	04/10/2022	219.41		
The Range	04/10/2022	5.00		Thermometers
Aldi shop	6 or 7 oct 22	158.93	tbc	LCC CC
Aldi shop	6 or 7 oct 22	157.24	tbc	LCC CC
Asda	12/10/2022	348.41		
Aldi shop	14/10/2022	232.10		Leigh to claim back- paid
Aldi shop	14/10/2022	36.85		Leigh to claim back- paid
Freezer labels	17/10/2022	17.47		
Aldi shop	18/10/2022	717.38		Leigh to claim back- paid
Aldi shop	21/10/2022	446.16		Leigh to claim back- paid
Aldi shop	26/10/2022	312.68		Payment raised to LS
Aldi Shop	28/10/2022	204.33		
FareShare Cymru	01/11/2022	195.00		
Aldi Shop	01/11/2022	248.78		
Aldi Shop	04/11/2022	197.93		
Aldi Shop	04/11/2022	-24.99	tbc	
Aldi Shop	08/11/2022	349.26		
Aldi shop	11/11/2022	242.39		Paid on PB card
Amazon perspex displays	14/11/2022	29.94		
Aldi shop	15/11/2022	314.74		
Aldi shop	18/11/2022	199.42		
Aldi shop	22/11/2022	33.69		
Aldi shop	25/11/2022	228.74		
Aldi shop	29/11/2022	208.38		

Aldi shop	02/12/2022	378.00	
Aldi shop	06/12/2022	232.31	
FareShare Cymru	13/12/2022	195.00	
Aldi shop	13/12/2022	101.34	
Aldi shop	14/12/2022	61.82	
Aldi shop	16/12/2022	87.80	
Aldi shop	16/12/2022	41.04	
Aldi shop	16/12/2022	207.02	MP
Aldi shop	16/12/2022	192.93	MP
Aldi shop	19/12/2022	119.58	LS
Aldi shop	19/12/2022	110.62	LS
Aldi shop	19/12/2022	103.80	LS
Aldi shop	20/12/2022	72.89	MP
Aldi shop	28/12/2022	51.70	PB
Aldi shop	28/12/2022	113.78	PB
Aldi shop	28/12/2022	135.53	PB
Aldi shop	28/12/2022	103.05	PB
Aldi shop	06/01/2023	61.11	PB
Aldi shop	06/01/2023	102.27	PB
Aldi shop	06/01/2023	113.63	PB
Aldi shop	10/01/2023	109.65	PB
Aldi shop	10/01/2023	77.86	PB
Aldi shop	12/01/2023	188.46	PB
Aldi shop	12/01/2023	105.82	PB
Aldi shop	17/01/2023	187.59	PB
Aldi shop	20/01/2023	136.01	PB
Aldi shop	20/01/2023	146.93	PB
Aldi shop	24/01/2023	126.31	PB
Aldi shop	24/01/2023	16.15	PB
Aldi shop	27/01/2023	136.58	PB
Aldi shop	27/01/2023	97.86	PB
Aldi shop	30/01/2023	122.51	PB
Aldi shop	31/01/2023	104.56	PB
Aldi shop	02/02/2023	106.93	PB
Aldi shop	02/02/2023	121.09	PB
Aldi shop	02/02/2023	173.02	PB
Aldi shop	03/02/2023	54.56	
Aldi shop	07/02/2023	138.47	PB
Aldi shop	07/02/2023	39.69	PB
Aldi shop	10/02/2023	128.81	PB
Aldi shop	10/02/2023	105.80	PB
Aldi shop	10/02/2023	12.75	PB
Aldi shop	14/02/2023	128.94	PB
Aldi shop	14/02/2023	86.57	PB
Aldi shop	14/02/2023	153.66	PB
Aldi shop	17/02/2023	118.01	PB
Aldi shop	17/02/2023	165.37	PB
Aldi shop	17/02/2023	43.68	PB
Aldi shop	17/02/2023	22.80	PB
Aldi shop	21/02/2023	94.49	PB
Aldi shop	21/02/2023	168.06	PB
Aldi shop	21/02/2023	21.28	PB
Co-op	22/02/2023	13.30	PS
Aldi shop	23/02/2023	138.36	PB
Aldi shop	24/02/2023	119.96	PB
Aldi shop	24/02/2023	61.28	PB
Aldi shop	28/02/2023	138.36	PB
Aldi shop	03/03/2023	148.21	PB
Aldi shop	07/03/2023	104.37	PB
Aldi shop	07/03/2023	39.27	PB
Aldi shop	07/03/2023	65.40	PB
Aldi shop	07/03/2023	46.50	PB
Aldi shop	10/03/2023	58.83	PB
Aldi shop	10/03/2023	116.58	PB
Aldi shop	10/03/2023	120.64	PB
Aldi shop	10/03/2023	107.75	PB
Aldi shop	14/03/2023	45.81	PB
Aldi shop	14/03/2023	95.05	PB
Aldi shop	14/03/2023	29.29	PB

Aldi shop	14/03/2023	128.54	PB	Paid off £298.69 16.03.23
Aldi shop	17/03/2023	455.37	LS	
Aldi shop	17/03/2023	51.25	PB	
Aldi shop	21/03/2023	144.28	PB	Paid off £439.64 31.03.23
Aldi shop	21/03/2023	47.03	PB	Paid off £439.64 31.03.23
Aldi shop	24/03/2023	310.45	LS	
Aldi shop	28/03/2023	135.14	PB	Paid off £439.64 31.03.23
Aldi shop	28/03/2023	113.19	PB	Paid off £439.64 31.03.23
Aldi shop	31/03/2023	213.90	PB	Paid off £624.15 05.04.23
Aldi shop	31/03/2023	199.30	PB	Paid off £624.15 05.04.23
Aldi shop	04/04/2023	112.29	PB	Paid off £624.15 05.04.23
Aldi shop	04/04/2023	98.66	PB	Paid off £624.15 05.04.23
Aldi shop	05/04/2023	132.01	LS	
Aldi shop	06/04/2023	85.95	PB	Paid off £353 11.04.23
Aldi shop	06/04/2023	110.91	PB	Paid off £353 11.04.23
Aldi shop	06/04/2023	154.87	PB	Paid off £353 11.04.23
Aldi shop	11/04/2023	183.62	PB	Paid off 382.58 17.04.23
Aldi shop	11/04/2023	90.21	PB	Paid off 382.58 17.04.23
Aldi shop	14/04/2023	108.75	PB	Paid off 382.58 17.04.23
Aldi shop	18/04/2023	139.81	PB	Paid off £515 21.04.23
Aldi shop	21/04/2023	366.97	LS	Paid off £515 21.04.23
Aldi shop	24/04/2023	151.29	PB	Paid off 405.01 26.04.23
Aldi shop	24/04/2023	197.13	PB	Paid off 405.01 26.04.23
Aldi shop	24/04/2023	56.59	PB	Paid off 405.01 26.04.23
Aldi shop	28/04/2023	210.00	PB	Paid off 444.35 03.05.23
Fareshare	30/04/2023	65.00		April 23 membership
Aldi shop	02/05/2023	125.30	PB	Paid off 444.35 03.05.23
Aldi shop	02/05/2023	109.05	PB	Paid off 444.35 03.05.23
Aldi shop	05/05/2023	113.49	PB	Paid off £327.03 11.05.23
Aldi shop	05/05/2023	108.02	PB	Paid off £327.03 11.05.23
Aldi shop	09/05/2023	105.52	PB	Paid off £327.03 11.05.23
Aldi shop	12/05/2023	116.69	PB	Paid off £350.95 19.05.23
Aldi shop	12/05/2023	94.25	PB	Paid off £350.95 19.05.23
Aldi shop	16/05/2023	140.01	PB	Paid off £350.95 19.05.23
Aldi Shop	19/05/2023	237.56	PB	Paid off £675.70 24.05.23
Aldi Shop	19/05/2023	227.18	PB	Paid off £675.70 24.05.23
Aldi Shop	23/05/2023	210.96	PB	Paid off £675.70 24.05.23
Aldi Shop	26/05/2023	22.95	PB	Paid off £444.04 02.06.23
Aldi Shop	26/05/2023	130.97	PB	Paid off £444.04 02.06.23
Aldi Shop	30/05/2023	133.35	PB	Paid off £444.04 02.06.23
Aldi Shop	30/05/2023	156.77	PB	Paid off £444.04 02.06.23
Fareshare	31/05/2023	65.00		May 23 membership
Aldi Shop	03/06/2023	121.61	PB	Paid off 373.99 08.06.23 (121.61&102.38 &150)
Aldi Shop	03/06/2023	102.38	PB	Paid off 373.99 08.06.23 (121.61&102.38 &150)
Aldi Shop	05/06/2023	156.45	PB	Paid off 373.99 08.06.23 (121.61&102.38 &150)
Aldi Shop	09/06/2023	187.02	PB	Paid off 690.60 14.06.23
Aldi Shop	09/06/2023	299.26	LS	Paid off 690.60 14.06.23
Aldi Shop	13/06/2023	109.56	PB	Paid off 690.60 14.06.23
Aldi Shop	13/06/2023	94.76	PB	Paid off 690.60 14.06.23
Aldi Shop	16/06/2023	134.01	PB	Paid off 462.82 23.06.23
Aldi Shop	16/06/2023	152.66	PB	Paid off 462.82 23.06.23
Aldi shop	20/06/2023	82.50	PB	Paid off 462.82 23.06.23
Aldi shop	20/06/2023	93.65	PB	Paid off 462.82 23.06.23
Aldi shop	23/06/2023	136.23	PB	
Aldi shop	23/06/2023	181.32	PB	
Fareshare	23/06/2023	65.00		June 23 membership
Aldi shop	27/06/2023	316.84	LS	
Aldi shop	27/06/2023	87.34	PB	Paid off 699.39 29.06.23
Aldi shop	30/06/2023	123.29	PB	Paid off 305.55 03.07.23
Aldi shop	30/06/2023	64.56	PB	Paid off 305.55 03.07.23
Aldi shop	30/06/2023	117.70	PB	Paid off 305.55 03.07.23
Aldi shop	03/07/2023	144.15	PB	
	08/07/2023	0.00		No Pantry
Aldi shop	11/07/2023	37.41	PB	
Aldi shop	11/07/2023	95.29	PB	

total out	26127.34
Balance of Funds	<u>2057.78</u>

Cash receipts

Llanharan Pantry		Receipts (£)	No of donators	Float held (£)	Comments
04/02/2022	Cash B/fwd	50.00			5.00 loose change only
05/02/2022		15.00	3		re email from Tom Mogford
takings from 5/2/22 to 11/8/22		794.00			
17/08/2022		160.00	32		
20/08/2022		45.00	9		
24/08/2022		70.00	13		
31/08/2022		95.00	19	68.20	all coinage
03/09/2022		70.00	15	46.00	£76.30 + donations + £22.20 XS Float
07/09/2022		98.50	13		
10/09/2022		165.00	27	37.00	£156.00 donations + £9.00 XS Float
14/09/2022		60.00	12		
17/09/2022		97.00	19		
21/09/2022		45.00	9		
24/09/2022		135.00	25	32.00	£130.00 donations + £5.00 XS float
28/09/2022		73.00	13		
01/10/2022		149.70	26		
05/10/2022		112.58	23		
08/10/2022		125.00	25		
12/10/2022		141.66	29		
15/10/2022		114.40	23		
19/10/2022		154.48	32		
22/10/2022		153.00	28	20.00	£141.00 donations + £12.00 XS float
26/10/2022		100.00	20		
29/10/2022		152.76	30		
02/11/2022		77.50	16		
05/11/2022		127.00	25		
09/11/2022		69.08	14		
12/11/2022		141.00	28		
16/11/2022		35.00	7		
19/11/2022		69.90	14		
23/11/2022		83.00	16		
26/11/2022		118.10	23		
30/11/2022		83.70	16		
03/12/2022		127.00	25		
07/12/2022		83.00	16		
14/12/2022		75.00	15		
17/12/2022		146.50	29	147.00	£0.50 short
21/12/2022		123.00	25		
28/12/2022		15.00	3		
31/12/2022		68.00	12		
04/01/2023		55.00	11		
07/01/2023		60.30	12		
11/01/2023		80.01	15		
14/01/2023		115.00	23		
18/01/2023		65.00	13		
21/01/2023		79.90	16		
25/01/2023	Banked 3.2.23	87.25	17		
28/01/2023	Banked 3.2.23	100.00	20		
01/02/2023	Banked 9.2.23	97.20	20		
04/02/2023	Banked 15.2.23	110.00	21		
08/02/2023		95.00	19		
11/02/2023	Banked 15.2.23	131.60	27		

15/02/2023		65.00	13
18/02/2023		50.00	10
22/02/2023		80.00	16
25/02/2023		81.00	16
01/03/2023		65.00	13
04/03/2023	Banked 8.03.23	94.69	19
08/03/2023		80.02	14
11/03/2023		129.00	25
15/03/2023	Banked 16.03.23	82.00	17
18/03/2023		105.11	21
22/03/2023		50.00	10
25/03/2023		100.00	20
29/03/2023		67.90	12
01/04/2023	Banked 30.03.23	68.00	13
05/04/2023		148.75	30 Banked 143.73
08/04/2023		65.00	13
12/04/2023		50.00	10
15/04/2023		60.00	12
19/04/2023	Banked 19.04.23	99.50	21
22/04/2023		128.05	25 Banked 133.07 (128.05+5.02)
26/04/2023		35.20	9
29/04/2023		97.00	19
03/05/2023	Banked 03.05.23	50.00	10
06/05/2023		65.00	13
10/05/2023		38.03	8
13/05/2023		72.90	15
17/05/2023		94.29	20
20/05/2023		75.46	16
24/05/2023		41.29	9
27/05/2023		116.00	22
31/05/2023		40.00	9
03/06/2023		65.90	13
07/06/2023	Banked 08.06.23	89.13	18
10/06/2023		90.50	18
14/06/2023		55.00	11
17/06/2023		74.50	15
21/06/2023		87.00	17
24/06/2023		114.71	23
28/06/2023	Banked 29.06.23	75.00	15
01/07/2023		105.23	21
05/07/2023		65.00	13
12/07/2023		63.00	12

Appendix 11

Recommendations of Community Engagement Committee

CEC2023/004 Terms of Reference

RECOMMENDED

To amend the Terms of Reference for the CEC Committee by adding the following text: To allow members of the public to participate in a half-hour engagement session where they will have the opportunity at the beginning of each meeting to discuss their ideas or to discuss issues that fall within the powers or duties of the Community Council noting that any opinions expressed are the opinions of individuals and not the opinion of the Council as a corporate body.

CEC2023/005 Key dates regarding matters delegated to the CEC Committee

RECOMMENDED

That the Officers continue to carry out administrative duties associated with all delegated matters, with proposals relating to the normal operation of those matters presented to full council as normal. The CEC Committee to call in any matters it wishes to consider in good time with regards to the operational timetable.

CEC2023/007 Fireworks display 2023.

RECOMMENDED

For the Clerk to write to all parties to confirm that the Council understands that all critical issues are now resolved for the event.

The Clerk to advise LCDP of the following:

To consider approaching Haran Roofing to ask them to leave their gates unlocked during the event as an extra escape route. This to be left to LCDP to consider in line with their event risk assessment.

To consider best practice of removing all of the fence gates eliminating a hazard. The hinge lugs would need to be covered up either boxing or padded foam. This to be left to LCDP to consider in line with their event risk assessment.

It is understood that both parties have agreed that LRGT will carry out the bucket collection with all funds being retained by them and that they provide the appropriate licences to LCDP as event organisers.

That videos and photographs of the site be taken prior to the event as a record so that any damage reported afterwards can be qualified.

That LRGT will allow the DJ to use the mains power at the premises.

That LCDP consider bringing in an extra 4 porta-loo's to provide extra toilet facilities to avoid lengthy ques.

Floodlights will be erected prior to the event and they can be used. They are controlled via an app.

LRGT may provide food and drinks in the main hall, to be decided.

LRGT recommend an alternative fairground company should the original company no longer be available and will pass details to LCDP.

Recommended

For the Community Council to pay for the hall to be cleaned the Monday following the event (Officer's note: Est cost £45 based on 3 hours).

(Office Ref: Ancillary Power LGA 1972 s111)

Appendix 12

Recommendations of CIL Committee meetings held 4th and 18th July 2023 respectively

4th July 2023

CIL2023/055 Further consideration of a CIL application from LRGT ref Football pitch floodlights.

RECOMMENDED

To grant £40,000 of CIL funds for the project 'LRGT Football pitch floodlights' to be paid on receipt of appropriate invoices and subject to evidence of planning permission. For the project to be added to the Active Project list.

Clerk's note: This recommendation can be set aside as it is superseded by CIL2023/066, below

CIL2023/056 Further consideration of a CIL application from LRGT ref provision of a MUGA on the land adjacent to Bryncae Community Centre.

RECOMMENDED

That the matter be deferred to a future meeting of the CIL Committee to allow further informal negotiations to take place. The results of any negotiations to be confirmed in writing via the Clerk and reported to the Committee.

18th July 2023

CIL2023/065 CIL application from Brynna Community Centre for a replacement boiler and associated works

RECOMMENDED

To grant £6,720 of CIL funds for the project 'Brynna Community Centre replacement boiler' to be paid on receipt of appropriate invoices and for the project to be added to the CIL123 list and Active Project list.

CIL2023/066 Consolidated CIL application from LRGT to supersede previous applications for floodlights on the rugby fields and football fields and to request further funding.

RECOMMENDED

£26,343.57 having already been paid by the Council towards the project, to grant a further £77,091.87 of CIL funds for the consolidated project, to be paid pending the receipt of suitable invoices. Giving a total overall grant of £103,435.44

For the CIL123 lists and Active project lists to be amended to reflect the new arrangement.

CIL2023/067 Reclaimed VAT from CIL projects

RECOMMENDED

That reclaimed VAT (by the Council) from monies spent on CIL projects must be returned to the CIL 'pot', being part of the original amount of CIL funds received from the local authority.

RECOMMENDED

Where it can be identified that VAT has already been reclaimed by the Council from CIL spend then any VAT reclaimed to be returned to the CIL 'pot'.

Appendix 13

Resolutions made under delegated authority by HR Committee meeting held 6th July 2023

For information only.

HR2023/005 Appointment of 'Senior Grounds-person'

RESOLVED

Under authority previously delegated by full council, to appoint Paul Beach as 'Senior Grounds-person'. Pay set to SCP8 as previously resolved by Council.

Appendix 14

Recommendations of Audit Committee meeting 19th July 2023

Grants

RECOMMENDED

To grant the Llanharan Horticultural Society £750 and allow the use of the Council's van and staff to help transport items for the event as per the application received.

RECOMMENDED

To grant Ynysmaerdy Community Centre £640 as per the application received.

RECOMMENDED

To grant the 1st Llanharan Rainbow Guides £450 as per the application received.

RECOMMENDED

To grant Llanharan RFC mini section £1821.92 as per the application received.

Internal audit

To accept the recommendations of the Clerk (Summarised below) with the following amendments:

R13 deferred to a future meeting of the audit Committee to allow further investigation

R9 for the Clerk and Chair of the audit committee to be satisfied with the detail of financial information received from LCDP and The Wildlife trust prior to the matter being added to the Council agenda and for the information provided to specify exactly what the granted funds were

spent on in the previous year and what they will be spent on in the upcoming year.

R10 The Clerk to communicate with Councillors that should they wish to NOT participate in any vote they must state this clearly during the meeting and request that this fact be minuted.

Appendix 4

Recommendations of Internal Audit 2023/23

Note: Recommendations should be read with reference to the audit report as the narrative gives extra detail and context on some of the recommendations.

Summary of audit recommendations only given below along with RFO Recommendations in Red

R1 – For the Chair to sign each payment schedule after approval.

In order to avoid unnecessary extra administration and paper filing, to consider the fact that the Chair signs the minutes of the meeting, and the minutes already explicitly record that the payment schedule presented to that meeting has been approved by council to be considered a sufficient audit trail.

R2 – For the RFO to ensure that Financial Regulation 2.2 is complied with and for quarterly reports to be submitted to Council.

Implement.

R3 – For Council to consider setting up another bank account strictly for the purpose of the Foodbank, this will assist with ease of reconciliation.

This course of action was considered previously and on balance, rejected. There is no discernible benefit to the Council and would incur a cost.

R4 - On an annual basis all Direct Debits should be reported to Council for approval with variable amounts being reported at the end of each financial year.

Implement.

R5 – The RFO should prepare a schedule of all transfers between the Council's bank accounts and present to the next available Council meeting for retrospective approval.

Transfers between accounts are a routine matter of the Council's financial administration. In order to demonstrate the principle of the transfers, a one off report to be put together to demonstrate transfers between accounts. This could take the form of simply publishing extracts of the Council's account statements with staff payments retracted.

R6 – For Council to review its current grant application process with grants being considered on a minimum of twice a year.

This policy is already in place. However in 2022/23 only 1 specific audit committee meeting to consider grants was held. Other grant requests were submitted on an ad-hoc basis.

The requirements of this recommendation are satisfied by earmarking the July and January meetings of audit and subsequent Full council meetings to consider grants.

R7 – For the grant application form to ask applicants if they are a registered charity and if they are they need to provide the charity number.

Implement.

R8 – For a grant/financial assistance policy to be implemented. An example of a grants policy can be found here Grants – Towyn Kinmel Bay Town Council (towynkinmelbay-tc.gov.uk) instead of being contained within the application, the Council should have an internal policy which will assist with the awarding of grants.

Implement.

The Council already has a grants policy which is contained within the application form itself. However this can also be captured in a specific grant policy document to satisfy this recommendation.

R9 – For all grants regardless of size or if they have their own budget heading to be subject to the same application process.

Implement.

This recommendation would apply to the LCDP grant and the Brynna Woods grant. These organisations would need to submit an application using the

standard form and process. Also more specific information on how the money would be spent would be required, plus specific evidence of the use of the grant from the previous year, including the production of invoices or other information to evidence exactly how the money was spent. This would need to be communicated to these organisations in advance.

R10 – When Cllrs declare an interest, this should be recorded in the minutes, the basis on which the interest was declared – Personal or prejudicial, whether the Cllr left the meeting or not and if the Cllr participated in the vote or not.

The minutes already record when a councillor declares an interest, the basis on which the interest was declared (ie personal or prejudicial) and if the Councillor in question left the meeting.

The Clerk contends that there is no basis to record whether the Councillor participated in the vote or not unless they specifically request this to be recorded in the minutes. Either they declare a prejudicial interest and leave the meeting, and therefore cannot participate in the debate or vote, or they do not declare the interest and remain.

There are no circumstance in the Code of Conduct where a councillor may declare a prejudicial interest and participate in the debate but not the vote.

Where a Councillor declares a personal interest they may both participate in the debate AND the vote.

The Clerk suggests that they only record in the minutes where a Councillor remains in the meeting and does not participate in the vote where they specifically request that this be noted in the minutes.

R11 – The reference number and the total amount of payments should be recorded in the minutes to ensure a clear audit trail. The Chair should sign the schedule as agreed, at the meeting.

Implement.

In effect this means simply mentioning the appendix number explicitly in the minutes.

R12 – For the Financial Risk Assessment to be completed and presented to Full Council for ratification at the earliest opportunity. An example of a Financial Risk Assessment can be found here Newtown Council - Risk

**Assessment 2022-23 Approved 23 May'22.pdf - All Documents
(sharepoint.com)**

Implement.

R13 – For Council to ensure that all Councillor Allowances are processed through the Councils payroll.

Implement.

R14 – For Council to contract HMRC with regards to the employment allowance and seek guidance on their next steps.

Implement

R15 – For a review and stock take of items included the fixed asset register to be undertaken.

Implement.

This is already done but the process could be improved with a more formal process carried out.

R16 – For a fixed asset management policy to be introduced which defines the amount that items will be added to the fixed asset register, this should be a minimum of £500.00.

Implement.

R17 – For a new fixed asset register to be created which contains all the information required as stipulated in Governance and Accountability A Practitioners Guide Wales 2019.pdf (onevoicewales.org.uk).

Implement.

R18 – For the Fidelity cover to be increased to cover the year end bank balances

For the Clerk to obtain quotations from our insurer. The Council will then need to make a judgement on the cost of cover versus the risks.

Appendix 15

Quotation for remedial works identified in the legionella risk assessment for the welfare field shower block.

Quotation received below:

The company providing the quotation is that which carried out the initial legionella risk assessment upon which the quotation is based.

Given that hazards have been identified which require prompt resolution, coupled with the relatively low value of the quotation the Clerk recommends accepting this quotation without seeking further quotations in the interests of expediency, plus a 10% contingency.

Total: £528 plus VAT



QUOTE

Llanharan Community Council
Llanharan Community Council
2 Chapel Road
Llanharan
Pontyclun
Glamorgan
CF72 9QA
GBR

Date
22 May 2023

Expiry
5 Jun 2023

Quote Number
QU-0386

Reference
Legionella Remedial
Works

VAT Number
139 2654 96

Morgan Environmental
Limited
Unit 51 & A1 Port Talbot
Business Units
Addison Road
Port Talbot
Wales
UK SA12 6HZ
Email:
accounts@morganenviron
mental.co.uk
Tel: 01639 262001 Mob:
07588045914

Description	Quantity	Unit Price	VAT	Amount GBP
Legionella Remedial Works	1.00	480.00	20%	480.00
Subtotal				480.00
TOTAL VAT 20%				96.00
TOTAL GBP				576.00

Terms

Terms & Conditions:

The quote is valid for 30 days from date of quote.

Payment terms are strictly 30 days.

Please note that you have a statutory obligation to maintain and retain records with respect to legionella control activities in accordance with Control of Substances Hazardous to Health Regulations, Management of Health & Safety at Work Regulation and Health & Safety at Work etc. Act. We recommend these are maintained in a central location e.g. a logbook

You are required to hold your records for 5 years from date of expiry

We hold all records of our activity at your site for a 5 year period which are available to you on request, even if we no longer work on you site.

Any Trade Effluent Application remains the responsibility of the client not Morgan Environmental.

All works quoted are for normal working hours unless stated otherwise.

This is a quotation on the goods named, subject to the conditions noted below: All goods supplied remain the property of the Company until paid for in full.

Morgan Environmental reserves the right to charge an Abortive Visit Charge of £170 or 20% of the quote value (whichever is greater) if the engineer arrives on site within the appointed time slot but is unable to carry out work through no fault of Morgan Environmental, either because they do not have access, or an escort is not available, or the customer is not ready for the work to be completed etc.

All our services provided within the scope of control of legionella are registered with the LCA.

Please see the LCA website www.legionellacontrol.org.uk to view our LCA membership, and the LCA's Code of Conduct. In accordance with HSE ACoP L8, all water sampling analysis is Sub Contracted to UKAS accredited laboratories.

Legionella Legislation:

You are legally responsible as the duty holder, to fully comply with Approved Code of Practice L8 and more specifically the obligations under the Control of Substances Hazardous to Health Regulations 2002, the Health and Safety at Work etc. Act 1974 and the Management of Health and Safety at Work Act Regulations 1999.

We confirm we have made you aware of the Law in respect to Legionella control. For more detail please see <https://www.legionellacontrol.org.uk/standards/>



Unit 51 Port Talbot Business Units, Addison Road, Port Talbot SA12 6HZ
Tel: 01639 262001 Fax: 01639 262000
Email: info@morganenvironmental.co.uk Website: www.legionellacontrolwales.co.uk

Quote Ref: QU-0386

Llanharan Community Council
2 Chapel Road
Llanharan
Pontyclun
CF72 9QA

22nd May 2023

FAO: Leigh Smith

Ref: Plumbing works at Llanharan Community Council - Llanharan Recreation Ground Trust Welfare Hall Changing Rooms

Dear Leigh

We have pleasure in submitting our quotation as follows for remedial works for the buildings and systems defined in our scope of works.

The services offered will be carried out in line with the following guidance: -

- Health and Safety Executive Technical guidance (HSG 274) Part 2: The control of legionella in hot & cold water systems.
- The Water Supply (Water Fittings) Regulations.
- **Scope Of Works – Llanharan Recreation Ground Trust Welfare Hall Changing Rooms**

Remedial Works	Price
1. Remove 7 X dead legs as listed in Legionella Risk Assessment 2. Scope for insulation of exposed pipework 3. Fit drains to expansion vessels to allow flushing 4. Fit adequate back-flow protection to the incoming mains water supply to prevent contamination in compliance with Water Supply (Water Fittings) Regulations 1999 5. Fit adequate back-flow protection to the branch of the mains water supply to the F+E tank to prevent back-flow contamination of possible stagnant water in pipework - in compliance with Water Supply (Water Fittings) Regulations 1999.	
Total	£480

Our price for the works amounts to £ 480 + vat.



Unit 51 Port Talbot Business Units, Addison Road, Port Talbot SA12 6HZ
Tel: 01639 262001 Fax: 01639 262000
Email: info@morganenvironmental.co.uk Website: www.legionellacontrolwales.co.uk

We trust the above meets with your approval and we look forward in hearing from you in the near future.

If you wish to appoint us to complete the quoted works please issue a written order number referencing our specific quotation number.

We look forward to hearing from you in the near future.

Yours sincerely

A handwritten signature in black ink, appearing to read 'C Willis'.

Carl Willis WMSoc.

Sales & Service Delivery Manager

Mobile 07391 975821



Unit 51 Port Talbot Business Units, Addison Road, Port Talbot SA12 6HZ
 Tel: 01639 262001 Fax: 01639 262000
 Email: info@morganenvironmental.co.uk Website: www.legionellacontrolwales.co.uk

Llanharan Community Council

Client name	Llanharan Community Council	Client Number	07769 266675
Client contact	Leigh Smith	Client E mail	project@llanharan-cc.gov.wales
Site name	Llanharan Recreation Ground Trust Welfare Hall Changing Rooms Off Bridgend Rd, Llanharan, Pontyclun, CF72 9RA	Site Number	TBC
Site contact	TBC	Site E mail	TBC
Emergency Contact	TBC	Emergency Number	TBC

SPECIAL CONDITIONS

Site induction	Yes	Client permit system?	TBC
Access restrictions / Times	To be carried out in normal working hours 8am to 5pm	L8 Risk Assessment recommendations - special requirements	No
Plant down time allowance	As per method statement	System schematics supplied?	Yes
Waste disposal method	Services do not produce waste	General safety	A pre-works risk assessment and method statements will be issued.

A certificate of disinfection will be issued on completion, this should be filed in your legionella log book or record keeping system.



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It is Morgan Environmental Ltd policy to adhere to the terms of "LCA Code of Conduct for LCA Members". This means that we will inform you of any matters of evident concern relating to the work undertaken. However, this also means that we must inform you that this work forms only part of your legionella control measures. Under the requirements of HSE L8 & HSG 274 part 2 there will be other managerial and operational practices required for you to fully comply, which are not included in the work quoted. The quoted work is typically a one off process, no on-going consultancy or monitoring service is provided as part of the service unless otherwise contracted.

Terms & Conditions:

The quote is valid for 30 days from date of quote.

Payment terms are strictly 30 days.

Please note that you have a statutory obligation to maintain and retain records with respect to legionella control activities in accordance with Control of Substances Hazardous to Health Regulations, Management of Health & Safety at Work Regulation and Health & Safety at Work etc. Act. We recommend these are maintained in a central location e.g. a logbook

You are required to hold your records for 5 years from date of expiry

We hold all records of our activity at your site for a 5 year period which are available to you on request, even if we no longer work on you site.

As the customer you must adhere to the following

It is the responsibility of the duty holder/responsible person to:

- a) Consider that any changes to the system may alter the Legionella risk and require a review of the legionella risk assessment, an update of the written scheme of control and schematic diagram.
- b) Ensure any equipment is installed, commissioned, and operated correctly.
- c) Ensure any necessary trade effluent discharge consent is in place for effluent generated from any equipment installed and make appropriate notification under the requirements of the Plumbing Notification Laws.
- d) Adhere to the agreement regarding the definition of scope and the responsibilities implied.

Also provide us with information regarding:

- a) Relevant site-specific requirements
- b) Safe access and egress to complete the work
- c) Induction procedures
- d) Access permits and permits to work
- e) Security and safety restrictions
- f) Who to report matters of significant concern to while we are undertaking the site work

We will:

- a) 4.Undertake a preliminary task risk assessment before starting work
- b) 5.Report by email as soon as possible after we have completed the works.
- c) 6.Report matters of significant concern to your designated person while we are undertaking the site work
- d) Advise if the works create liquid water, one off or ongoing.

Any Trade Effluent Application remains the responsibility of the client not Morgan Environmental.

All works quoted are for normal working hours unless stated otherwise.

This is a quotation on the goods named, subject to the conditions noted below: All goods supplied remain the property of the Company until paid for in full.

Morgan Environmental reserves the right to charge an Abortive Visit Charge of £70 or 10% of the quote value (whichever is greater) if the engineer arrives on site within the appointed time slot but is unable to carry out work through no fault of Morgan Environmental, either because they do not have access, or an escort is not available, or the customer is not ready for the work to be completed etc.

All our services provided within the scope of control of legionella are registered with the LCA.

Please see the LCA website www.legionellacontrol.org.uk to view our LCA membership, and the LCA's Code of Conduct.

In accordance with HSE ACoP L8, all water sampling analysis is Sub Contracted to UKAS accredited laboratories



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<i>For MEL Office Use Only:</i>			
Client order received	Yes	No	Date:
Purchase order	Yes	No	Order number:
Verbally order	Yes	No	Contact name for reference:
If verbal order has email receipt of order been sent to client	Yes	No	Date:
			Email address: Save copy of sent email & insert into clients quote folder.

Legionella Legislation:

You are legally responsible as the duty holder, to fully comply with Approved Code of Practice L8 and more specifically the obligations under the Control of Substances Hazardous to Health Regulations 2002, the Health and Safety at Work etc. Act 1974 and the Management of Health and Safety at Work Act Regulations 1999.

We confirm we have made you aware of the Law in respect to Legionella control. For more detail please see <https://www.legionellacontrol.org.uk/standards/>

Appendix 16

Quotation for remedial works identified in the fire risk assessment for the welfare field shower block

The company providing the quotation is that which carried out the initial fire risk assessment upon which the quotation is based.

However, at the time of producing this paper (17.7.23) the quotation has not yet been received.

Other similar companies have been approached for quotations but have not responded.

The clerk requests authority to spend up to £1,000 to address the issues identified in the report (Excluding the front and rear doors which have already been resolved).

Appendix 17

To consider quotations for the Ewenny Bridge, 'Scoping design'

Quotation requests were sent to 8 appropriate companies.

Several companies have responded to decline to quote (either too busy or outside the scope of their work).

One company, 'Vale Consulting' have indicated they will be submitting a quotation and there has been further engagement on the scope of the quotation in recent weeks.

Vale are aiming to provide a quotation by the time of the Council meeting on 20th July 2023, however at the time of writing this paper (17th July 2023) no quotation has been received.

Should the quotation arrive in time then it may be presented to Council.

In the absence of a quotation Council may consider delegating authority to the Clerk in conjunction with the Chair to spend up to £4000 of CIL funds (as per the quotation received) against the Ewenny Bridge project.

See correspondence below showing the original quotation request scope plus further correspondence with Vale Consultancy regarding the detail of the quotation.

Proposed next steps -

For the working group to arrange written permission from stakeholders as per Resolution 2023/125

For the Trens Crossing Working Group to meet with key stakeholders as soon as possible and to seek to obtain formal written permission as required. In particular the Wildlife Trust, NRW and any other relevant bodies.

Upon receipt of the scoping design from Vale consultancy, for key stakeholders and Council members of the working group to meet to add any specific requirements to the tender document. Council to then approve the tender document for use in a public consultation.

For the Council to clarify the planning situation. Clerk recommends applying for a Lawful Development Certificate following conversations with RCTCBC.

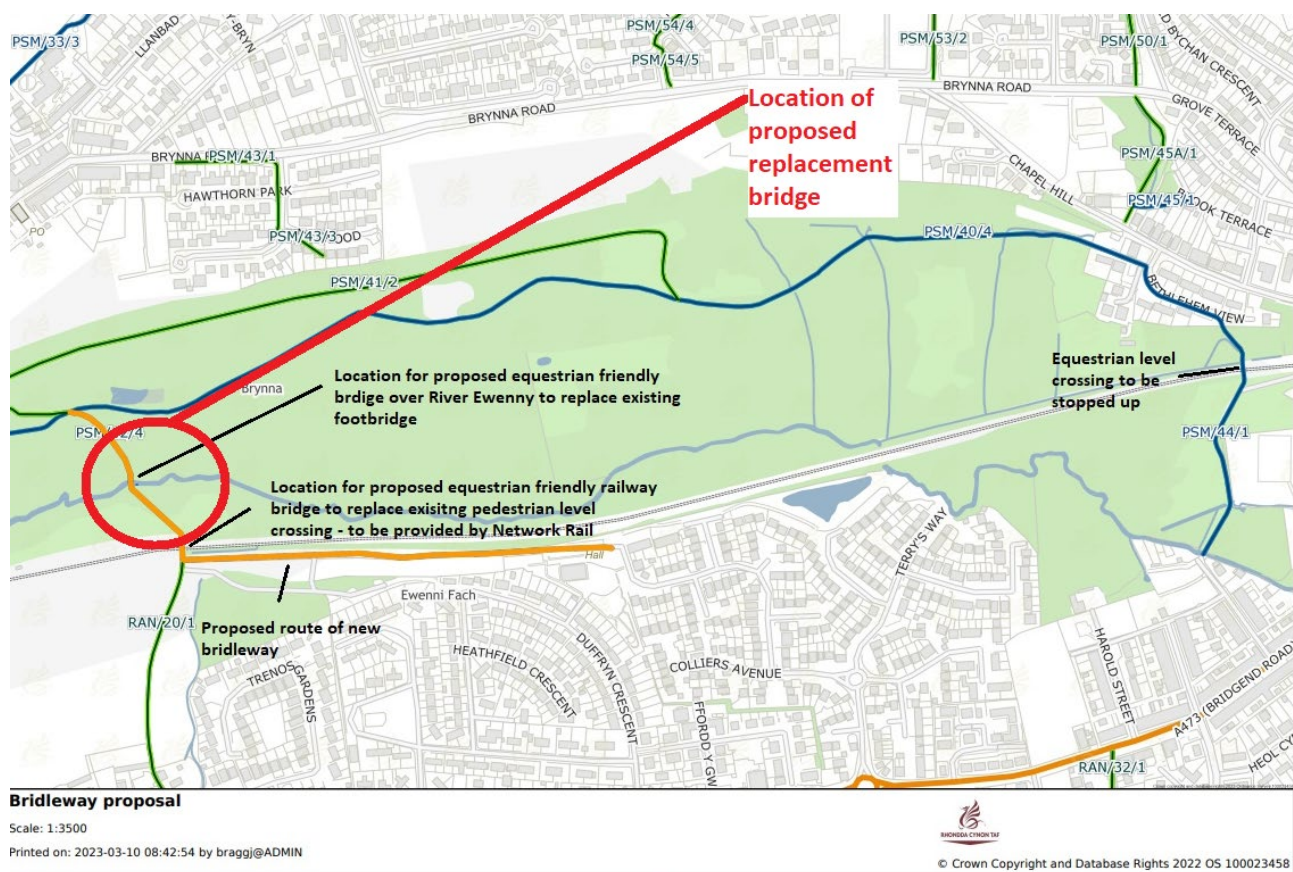
Ewenny Stream Bridge scoping design - Request for quotation

Brief

To produce a scoping design for a replacement multi-user bridge to cross the River Ewenny in Llanharan, South Wales (CF72) and associated works and approaches.

This scoping design will then be used in a public consultation and as a specification document as part of a proposed tendering process (which falls outside this quotation).

The scoping design will need to contain enough detail and technical information to allow it to be used as a specification for tendering (eg dimensions, gradients, aesthetic details etc...), most of which can be provided, however a half-day site survey will be required. We do NOT require detailed specifications on the bridge and its support structures itself as this will form part of the tender. Liaison with Network Rail will be required to establish the precise location and elevation of the termination of the railway crossing bridge and we can facilitate this.



All enquires to be directed to: Leigh Smith Clerk@Llanharan-CC.Gov.Wales
07769266675

From: [The Clerk / Project Officer](#)
Date: 10 July 2023 13:05:00
Attachments: [image001.png](#)

Noting your comments at the bottom of your email.

Could you price in a full topo survey, SI report confirming the ground and soil conditions, as well as an allowable bearing pressure??

Could you arrange and include the fees in your quote?

As for your offer to approach vendors, we would be grateful. First stage is to come up with the scoping design though.

Regards

Leigh Smith
Clerk to the Council.
Llanharan Community Council
Clerk@llanharan-cc.gov.wales
project@llanharan-cc.gov.wales
www.llanharan-cc.gov.wales
Tel: 01443 231430 / 07769 266675

Mae'r neges ar gyfer y person / pobl enwedig yn unig. Gall gynnwys gwybodaeth bersonol, sensitif neu gyfrinachol. Os nad chi yw'r person a enwyd (neu os nad oes gyda chi'r awdurdod i'w derbyn ar ran y person a enwyd) chewch chi ddim ei chopio neu'i defnyddio, neu'i datgelu i berson arall. Os ydych chi wedi derbyn y neges ar gam, rhwch wybod i'r sawl sy wedi anfon y neges ar unwaith. Mae'n bosibl y bydd holl negeseuon yn cael eu cofnodi a/neu fonitro unol â'r ddeddfwriaeth berthnasol.
llanharan-cc.gov.uk

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llanharan-cc.gov.uk

From: The Clerk / Project Officer <project@llanharan-cc.gov.wales>
Sent: Monday, July 10, 2023 1:02 PM
To: [REDACTED]; The Clerk <clerk@llanharan-cc.gov.wales>
Subject: RE: Structural Engineer

Hi [REDACTED]

Thank you. See below.

- Preliminary/indicative design of 1no bridge structure (formed using a primary steel beam arrangement, supporting concrete deck over)
There is no need for you to specify the construction materials used on the bridge. We will provide you with dimensions etc... the specifics we will leave to those submitting a tender.
- Preliminary/indicative design of corresponding concrete bridge abutments at either shore
- Again, the detail required here is probably minimal. We do not want to specify anything other than there must be appropriate abutments etc... The tendering companies can come up with their own solutions.
- Calculation to prove the above
- Not required
- Provision of GA, sectional and detailed drawings as required for the steelwork and reinforced concrete elements.
- Concept drawing and visual representation to be used for public consultation and tender document only required.
- Provision of 1no site inspections as required during the scoping design process (half day)
- This will be required, will also I expect be necessary to take some levels and distances.

Could you requote given the comments above please?

Best regards

Feel free to give me a call.

regards

Leigh Smith

Clerk to the Council.

Llanharan Community Council

Clerk@llanharan-cc.gov.wales

project@llanharan-cc.gov.wales

www.llanharan-cc.gov.wales

Tel: 01443 231430 / 07769 266675

Mae'r neges ar gyfer y person / pobl enwedig yn unig. Gall gynnwys gwybodaeth bersonol, sensitif neu gyfrinachol. Os nad chi yw'r person a enwyd (neu os nad oes gyda chi'r awdurdod i'w derbyn ar ran y person a enwyd) chewch chi ddim ei chopio neu'i defnyddio, neu'i datgelu i berson arall. Os ydych chi wedi derbyn y neges ar gam, rhowch wybod i'r sawl sy wedi anfon y neges ar unwaith. Mae'n bosibl y bydd holl negeseuon yn cael eu cofnodi a/neu fonitro unol â'r ddeddfwriaeth berthnasol.

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llanharan-cc.gov.uk

From: [REDACTED]

Sent: Friday, July 7, 2023 12:18 PM

To: The Clerk / Project Officer <project@llanharan-cc.gov.wales>; The Clerk <clerk@llanharan-cc.gov.wales>

Subject: RE: Structural Engineer

Hi Leigh,

Many thanks for your enquiry, we'd be more than happy to help, and many thanks for speaking with me also.

We understand that you're looking to span a bridge across a stream. We would propose that this is achieved by a steel and concrete surface deck between two concrete abutments, subject to the span and arrangement, to be determined, which I trust makes sense.

Therefore, I propose the following fee and scope of services:

- Preliminary/indicative design of 1no bridge structure (formed using a primary steel beam arrangement, supporting concrete deck over)
- Preliminary/indicative design of corresponding concrete bridge abutments at either shore
- Calculation to prove the above
- Provision of GA, sectional and detailed drawings as required for the steelwork and reinforced concrete elements
- Provision of 1no site inspections as required during the scoping design process (half day)

Our proposed fee for these services is £2540 + VAT. Please note that any further design requirement will be charged at £90/hr + VAT unless otherwise agreed. (Furthermore our proposed fee is exclusive of any third party costs, including but not limited to SI report etc)

In order to accurately proposed an indicative design the abutments (foundations) we would require receipt of an SI report (site investigation report) confirming the ground and soil conditions, as well as an allowable bearing pressure. Of course this can be left to the tender process, to be confirmed at a later time. We do have contacts that we can approach for quotations for you, if that would be useful? We would also require receipt of any proposed site plans and a full topographical survey of the area.

At present I expect, once we have received all of the above information, that we can return our information to you within 7-10 working days.

If you'd like to proceed on this basis, as described above, please let me know by return email.

If you have any queries regarding the above or wish to run through anything, please don't hesitate to call.



Vale Consultancy
CONSULTING CIVIL & STRUCTURAL ENGINEERS

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From: The Clerk / Project Officer <project@llanharan-cc.gov.wales>

Sent: 23 June 2023 13:13

To: [REDACTED]

[REDACTED] Engineer

Hi [REDACTED]

Please see attached.

Regards

Leigh Smith

Clerk to the Council.

Llanharan Community Council

Clerk@llanharan-cc.gov.wales

project@llanharan-cc.gov.wales

www.llanharan-cc.gov.wales

Tel: 01443 231430 / 07769 266675

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llanharan-cc.gov.uk

From: [REDACTED]
Sent: Friday, June 23, 2023 12:30 PM
To: The Clerk <clerk@llanharan-cc.gov.wales>
Subject: FW: Structural Engineer

Hello,

Please send over any information you have on the proposal, and we can provide a quotation accordingly. I look forward to hearing from you.

Kind Regards

[REDACTED]



[REDACTED]
[REDACTED]

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Appendix 18

To consider suspending Standing order 22.3 and financial regulation 11.2,

To consider suspending Standing order 22.3 and financial regulation 11.2, replacing the requirements of those clauses with an alternative process regarding the tender for the Sewer diversion at the memorial garden on Grove Terrace.

Note: The proposed temporary suspension of the relevant clauses is intended to reflect the nature of the tender process whilst adhering to the spirit of the regulations and complying with the Public Contract Regulations.

The current clauses are listed below with proposed temporary alterations (where applicable) listed in red underneath.

Standing order 22.23 (from Version 2.02 Standing Orders) states:

22.3. Formal tender process:

Shall comprise of the following steps:

i- A public notice of an invitation to tender shall be given in the same manner as a public notice of meetings of the Council and in the local press.

Replaced with: For notice of invitation to Tender be posted on 'Sell2Wales' (The Welsh public sector tender portal), posted in Community Council noticeboards and on the Council's website. Also, for the Council to approach companies who deal in such work and invite them to tender.

ii- The notice will give details of contact with the Council, outline detail of the requirements of the Council and the deadline for the expression of interest to be registered with the Council.

iii- a specification of the goods or materials or services or the execution of works or any combination thereof shall be drawn up.

iv- Such a specification shall be forwarded to those suppliers who have shown an interest to tender along with details of how to return the tender documents and the deadline for doing so.

v- tenders shall be returned in a sealed unmarked envelope, to the Proper Officer by a stated date and time.

Replaced with: tenders shall be submitted via email to the Clerk by the stated deadline. The Clerk may respond to acknowledge receipt of the tender and may scrutinise it to ensure the tender meets the specification. The Clerk may not disclose,

nor discuss any of the details of tenders received with any third party in order to maintain the integrity of the tender process.

vi- All sealed tenders submitted are to be opened at the same time after the stated closing date by the Council's Responsible Financial Officer in the presence of either the Chair or Deputy Chair of the Audit Committee, or in their absence by at least one other member of the Council.

Replaced with: all tender emails/documents are to be sent to the RFO and opened at the same time after the stated closing date by the Council's Responsible Financial Officer in the presence of either the Chair or Deputy Chair of the Audit Committee, or in their absence by at least one other member of the Council.

vii- tenders are then to be assessed and reported to a meeting of the appropriate committee or the Council.

viii- If no tenders are received, or that all the quotations are identical, the Council or committee may make such arrangements for procuring the supply of goods, materials, services and the execution of works, as it thinks fit.

ix- Neither the Council or committee is bound to accept the lowest tender, estimate or quote.

Financial regulation 11.2 (from Version 3.1 Financial Regulations) states:

11.2. Procedures as to contracts are laid down as follows: a. Every contract shall comply with these financial regulations, and no exceptions shall be made otherwise than in an emergency provided that this regulation need not apply to contracts which relate to items (i) to (vi) below:

i. for the supply of gas, electricity, water, sewerage and telephone services.

ii. for specialist services such as are provided by legal professionals acting in disputes.

iii. for work to be executed or goods or materials to be supplied which consist of repairs to or parts for existing machinery or equipment or plant.

iv. for work to be executed or goods or materials to be supplied which constitute an extension of an existing contract by the Council.

v. for goods or materials proposed to be purchased which are proprietary articles and / or are only sold at a fixed price.

b. The full requirements of The Public Contracts Regulations 2015 ("the Regulations"), as applicable, shall be followed in respect of the tendering and award of a public supply contract, public service contract or public works contract which exceed thresholds in The Regulations set by the Public Contracts Directive 2014/24/EU (which may change from time to time) .

c. When applications are made to waive financial regulations relating to contracts to enable a price to be negotiated without competition the reason shall be embodied in a recommendation to the Council.

d. Such invitation to tender shall state the general nature of the intended contract and the Proper Officer shall obtain the necessary technical assistance to prepare a specification in appropriate cases. The invitation shall in addition state that tenders must be addressed to the Proper Officer in the ordinary course of post. Each tendering firm shall be supplied with a specifically marked envelope in which the tender is to be sealed and remain sealed until the prescribed date for opening tenders for that contract.

Replaced with: See proposed temporary alterations to clause 22.3 v and vi of Standing orders, detailed above.

e. All seal tenders submitted are to be opened at the same time, after the stated closing date by the RFO in the presence of either the Chair or Deputy Chair of the Audit Committee, or in their absence by at least one other member of the Council.

Replaced with: See proposed temporary alterations to clause 22.3 v and vi of Standing orders, detailed above.

f. Any invitation to tender issued under this regulation shall be subject to Standing Orders 54 and shall refer to the terms of the Bribery Act 2010.

g. When it is intended to enter into a contract for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in Regulation 11.1., where the value

- is less than £25,000 and greater than £6000 the RFO shall strive to obtain 3 quotations (priced descriptions of the proposed supply)
- is below £6,000 and above £1,000 the Proper Officer or RFO shall strive to obtain 3 estimates of the cost of proposed supply
- otherwise, Regulation 10.3 above shall apply.

h. The Council shall not be obliged to accept the lowest or any tender, quotation or estimate.

i. Should it occur that the Council, or duly delegated committee, does not accept any tender, quote or estimate, the work is not allocated and the Council requires further pricing, provided that the specification does not change, no person shall be permitted to submit a later tender, estimate or quote who was present when the original decision-making process was being undertaken.

End

Officer's recommendation:

To temporarily suspend Standing order 22.3 and financial regulation 11.2, replacing the requirements of those clauses with an alternative process detailed in the paper above, regarding the tender for the Sewer diversion at the memorial garden on Grove Terrace.

Note: Summary of tender issued shown on pages below:

INVITATION TO TENDER

EN

CONTRACT NOTICE – NATIONAL

Notice Type: WORKS

1 Authority Details

Contractors must be SSIP or CHAS accredited

1.1 Authority Name and Address

Official Name: Llanharan Community Council		
Postal Address: 2A CHAPEL ROAD, Llanharan,		
Town: Pontyclun	Postal Code: CF72 9QA	Country: UK
For the attention of: The Clerk.	Telephone: +44 7769266675	
E-Mail: clerk@llanharan-cc.gov.wales	Fax:	
Internet Address (URL): https://llanharan-cc.gov.wales/ Electronic access to information: http://www.sell2wales.gov.wales		

1.2 Address from which documentation may be obtained

Official Name: Llanharan Community Council		
Postal Address: 2A CHAPEL ROAD, Llanharan,		
Town: Pontyclun	Postal Code: CF72 9QA	Country: UK
For the attention of: The Clerk.	Telephone: +44 7769266675	
E-Mail: clerk@llanharan-cc.gov.wales	Fax:	
Internet Address (URL): https://llanharan-cc.gov.wales/		

1.3 Completed documents must be returned to:

Official Name: Llanharan Community Council		
Postal Address: Tender receipts., 2A CHAPEL ROAD, Llanharan,		
Town:	Postal Code:	Country:

Pontyclun	CF72 9QA	UK
For the attention of: The Clerk.	Telephone: +44 7769266675	
E-Mail: clerk@llanharan-cc.gov.wales	Fax:	
Internet Address (URL): https://llanharan-cc.gov.wales/		

2 Contract Details

2.1 Title

Tender to divert a public sewer onto public highway and associated works, Llanharan, S.Wales (CF72)

2.2 Description of the goods or services required

Via our consultants, Vale Consultancies we have applied for a Section 185 Sewer diversion with Welsh Water.

We are looking for a quotation to divert a sewer as per the attached drawings.

The site is in Grove Terrace, Llanharan. CF72 9PR.

The site is cleared.

Quote to include obtaining any permissions etc.. from local authority (RCT)and other stakeholders but excluding local authority costs (To be advised to and paid by client).

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=133006.

2.3 Notice Coding and Classification

a) Commodity Codes

Code	Description
45000000	Construction work

b) Delivery Location/Area

Code	Location
1015	Central Valleys (Merthyr Tydfil, Rhondda Cynon Taf)

2.4 Total quantity or scope of tender

>£30,000

3 Conditions for Participation

3.1 Minimum standards and qualification required

Public liability insurance of min £10 Million

4 Administrative Information

4.1 Type of Procedure

Single stage

4.2 Reference number attributed to the notice by the contracting authority

N/a

4.3 Time Limits

Time-limit for receipt of completed tenders
14-08-2023 Time 12:00

Estimated award date
15-08-2023

4.5 Language or languages in which tenders or requests to participate can be drawn up

EN

4.6 Tender Submission Postbox

5 Other Information

5.1 Additional Information

Subject to signoff of Welsh Water Section 185 agreement.
Work expected to Commence in or around September 2023
(WA Ref:133006)

5.2 Additional Documentation

The following additional documents relating to this notice are available from the site:
13411_570_r03 S185 Drainage Plan
13411_571_r02_ S185 Drainage Details
13411_572_r02 S185 Longitudinal Section
Grove Terrace overhead google earth

5.3 Publication date of this notice

06-07-2023

Appendix 19

To consider Council's view on discharge of condition 34 (Sustainable Development Strategy) of 10/0845/34 (insofar that it relates to Phases 3 and 4). | LAND AT FORMER OPEN CAST COAL SITE AND LAND TO THE NORTH OF THE A473, LLANILID (PHASE 3 & 4)

A request has been made for the Council to consider commenting on the validity of the Sustainable development strategy (Document B030721) given the document refers to the Llanharan Bypass.

The apparent relevant parts of the documents are reproduced below along with The Clerk's notes.

Extracts:

3.5.4 The Llanharan Bypass will be one of the main routes for the Masterplan, which aims to alleviate the current safety, traffic and pollution issues within the zone and improve physical activities by creating an active travel route and extending the pedestrian and cycle paths already provided. It will run from the west, forming a straight link from the county boundary onto the Dragon Studios roundabout and from the Dragon Studios roundabout onto the Enterprise Way. It will also transform the current Llanharan Road into a pedestrian and cycle underpass and connect to the active travel road and other existing cycle and pedestrian ways, enhancing the connection between the development proposal and the local communities.

Clerk's note

14:14

This appears to confirm the section of road at 'Cow's Corner' will be constructed and explicitly forms part of the SDS.

3.5.4 The Llanharan Bypass will be one of the main routes for the Masterplan, which aims to alleviate the current safety, traffic and pollution issues within the zone and improve physical activities by creating an active travel route and extending the pedestrian and cycle paths already provided. It will run from the west, forming a straight link from the county boundary onto the Dragon Studios roundabout and from the Dragon Studios roundabout onto the Enterprise Way. It will also transform the current Llanharan Road into a pedestrian and cycle underpass and connect to the active travel road and other existing cycle and pedestrian ways, enhancing the connection between the development proposal and the local communities.

Clerk's note

This appears to confirm the 'new' Llanharan road will be constructed and the current Llanharan Road turned into a pedestrian and cycle underpass. This part of the development explicitly forms part of the SDS.

3.5.5 The nearest bus stops to the site are located on the A473 and Bridgend Road, named Heol Y Nant and Trens Gardens, respectively, and within an approximate distance of 75 and 180m from Phases 3 and 4 sites. This stop provides access to First Cymru service 65 routing between Bridgend and Talbot Green (via Bryncethin, Heol-y-Cyw, and Llanharan) with an hourly frequency in each direction between Monday to Saturday.

Clerk's note

Is the First Cymru service 65 bus continuing long term?

Proposed access arrangements

3.5.8 There are a number of key infrastructure schemes delivered as part of the wider masterplan this being the junctions onto the A473 and the Western leg of the Llanharan bypass. The proposed development will connect to the proposed infrastructure provisions of the consented scheme via secondary and tertiary roads proposed within the site boundaries. This will connect the site to the Parc Llanilid Masterplan communities as well as the wider surroundings.

Clerk's note

Note: This section refers only to the Western leg of the bypass. The eastern leg is excluded from the text and therefore presumably remains accurate despite the recent Welsh Gov announcement.

Conclusion and Clerk's recommendation

As per the extracts from the SDS shown above, in the Clerk's opinion, where the document refers to the 'Llanharan Bypass', particularly where there is any detail

quoted it appears to allude to the western section of the bypass from Dragon studio to Enterprise Way. Working on the assumption that Persimmon will still construct this section of the 'bypass' then this appears to be accurate.

However, the document also explicitly refers to the following:

- The section of 'bypass' from the County Boundary to the Dragon studio roundabout (ie, the section of road proposed to eliminate the necessity to drive along 'Cow's Corner'.
- ... to the current Llanharry road being transformed into a pedestrian and cycle underpass.

Recommendation:

That the Clerk obtains confirmation that these two parts of the road development will still go ahead under current plans.

- If so then the SDS appears to be valid.
- If either or both are no longer planned, then the Community Council writes to RCTCBC planning to object to the discharge of condition 34 (Sustainable development strategy) and any other conditions where these aspects are quoted in mitigation.

Appendix 20

To consider the obtaining of a Lawful Development Certificate relating to the Llanharan OAP Hall refurbishment project (CIL Grant)

This paper is intentionally blank, the matter having been resolved.

SCHEDULE 1B

Articles 2C & 2D

PUBLICITY AND CONSULTATION BEFORE APPLYING FOR PLANNING PERMISSION

Town and Country Planning (Development Management Procedure) (Wales) Order 2012

**PUBLICITY AND CONSULTATION BEFORE APPLYING FOR PLANNING PERMISSION NOTICE
UNDER ARTICLES 2C AND 2D**

Purpose of this notice: this notice provides the opportunity to comment directly to the developer on a proposed development prior to the submission of a planning application to the local planning authority ("LPA"). Any subsequent planning application will be publicised by the relevant LPA; any comments provided in response to this notice will not prejudice your ability to make representations to the LPA on any related planning application. You should note that any comments submitted may be placed on the public file.

Proposed development at: Land at former Coed Ely Colliery, Coed Ely, Tonyrefail.

I give notice that: Rhondda Cynon Taf County Borough Council is intending to apply for planning permission for a solar farm.

A copy of the proposed application; plans; and other supporting documents can be viewed online at: <https://theurbanists.net/application/proposed-solar-farm-at-coed-ely-tonyrefail/>. Furthermore, computer facilities are available to view this information online at Llantrisant Community Library, Llantrisant Leisure Centre, Southgate Park, Llantrisant, CF72 8DJ. The library is open between the following hours: 9:00am to 1:00pm on Monday and Saturday; 9:00am to 6:30pm on Tuesday; 09:00am to 5:00pm on Thursday and, 09:00am to 6:00pm on Friday. The library is closed on Wednesday and between 1:00pm and 2:00pm on Tuesday, Thursday and Friday.

The formal period during which comments should be made is from 11/07/23 and completing 08/08/23.

Anyone who wishes to make representations about this proposed development must write to the agent at planning@theurbanists.net or *The Urbanists, The Creative Quarter, 8a Morgan Arcade, Cardiff, CF10 1AF* by 08/08/23.



Signed: L Hopkins for The Urbanists Ltd, on behalf of Rhondda Cynon Taf County Borough Council
Date: 07/07/23.

CYHOEDDUSRWYDD AC YMGYNGHORI CYN CYFLWYNO CAIS AM GANIATÂD CYNLLUNIO

Gorchymyn Cynllunio Gwlad a Thref (Gweithdrefn Rheoli Datblygiad) (Cymru) 2012

**CYHOEDDUSRWYDD AC YMGYNGHORI CYN CYFLWYNO CAIS AM GANIATÂD CYNLLUNIO
HYSBYSIAD DAN ERTHYGLAU 2C A 2D**

Diben yr hysbysiad yma: mae'r hysbysiad yma'n gyfle i gyflwyno sylwadau'n uniongyrchol i'r datblygwr ar ddatblygiad arfaethedig cyn cyflwyno cais cynllunio i'r awdurdod cynllunio lleol (ACLI). Bydd unrhyw gais cynllunio olynol yn cael ei gyhoeddi gan yr awdurdod cynllunio lleol perthnasol; ni fydd unrhyw sylwadau a ddarperir fel ymateb i'r hysbysiad yma yn effeithio ar eich gallu i gyflwyno sylwadau i'r awdurdod cynllunio lleol am unrhyw gais cynllunio cysylltiedig. Nodwch, mae modd i unrhyw sylwadau a gyflwynir cael eu rhoi ar ffeil gyhoeddus.

Datblygiad arfaethedig ar: Tir yn hen Lofa Coed Elái, Coed Elái, Tonyrefail.

Rhoddaf hysbysiad: Mae Cyngor Bwrdeistref Sirol Rhondda Cynon Taf yn bwriadu gwneud cais am ganiatâd cynllunio ar gyfer fferm solar.

Mae modd bwrw golwg ar gopi o'r cais arfaethedig, cynlluniau, a dogfennau ategol eraill ar-lein yn: <https://theurbanists.net/application/proposed-solar-farm-at-coed-ely-tonyrefail/>. Yn ogystal â hynny, mae cyfleusterau cyfrifiadurol ar gael i weld yr wybodaeth yma ar-lein yn Llyfrgell Gymunedol Llantrisant, Canolfan Hamdden Llantrisant, Parc Southgate, Llantrisant, CF72 8DJ. Mae'r llyfrgell ar agor rhwng yr oriau canlynol: 9.00am i 1.00pm ar ddydd Llun a dydd Sadwrn; 9.00am i 6.30pm ddydd Mawrth; 9.00am i 5.00pm ddydd Iau a, 9.00am i 6.00pm ddydd Gwener. Mae'r llyfrgell ar gau ar ddyddiau Mercher a rhwng 1.00pm a 2.00pm ar ddydd Mawrth, dydd Iau a dydd Gwener.

Mae'r cyfnod swyddogol ble mae modd cyflwyno sylwadau yn dechrau ar 11/07/23 ac yn gorffen ar 08/08/23.

Rhaid i unrhyw un sy'n dymuno cyflwyno sylwadau am y datblygiad arfaethedig yma ysgrifennu at yr asiant yn planning@theurbanists.net neu *The Urbanists*, Yr Ardal Greadigol, 8a Arcêd Morgan, Caerdydd CF10 1AF erbyn 08/08/23.



Llofnodwyd: L Hopkins ar ran The Urbanists, ar ran Cyngor Bwrdeistref Sirol Rhondda Cynon Taf
Dyddiad: 07/07/23.

L Smith Clerk to Llanharan Community Council
Llanharan Community Council



Fy Nghyf/My Ref: 19/1258/16

Dyddiad/Date: 26/06/2023

Gofynnwch am/Please ask for: Matthew Farley 01443 281130

Matthew.Farley@rctcbc.gov.uk

**DATBLYGIAD ARFAETHEDIG/
PROPOSAL :**

Reserved Matters application for new primary school and associated infrastructure including access and landscaping (submitted pursuant to outline (hybrid) planning permission 10/0845/34). (Amended plans/reports received 04 January 2021, 30 September 2021, 05 April 2022 and 22 June 2023)

LLEOLIAD / LOCATION:

LAND AT FORMER OPEN CAST COAL SITE, LLANILID

**DEDDF CYNLLUNIO GWLAD A THREF
1990/ GORCHYMYN CYNLLUNIO GWLAD
A THREF (GWEITHDREFN DATBLYGU
CYFFREDINOL) 1995**

**TOWN AND COUNTRY PLANNING ACT
1990/ TOWN AND COUNTRY PLANNING
(GENERAL DEVELOPMENT PROCEDURE)
ORDER 1995**

Annwyl Syr/Madam,

Dear Sir/Madam,

Mae'r cais uchod wedi'i gofrestru ac mae croeso ichi ei weld a chyflwyno sylwadau arno cyn i benderfyniad gael ei wneud. Cewch weld y cais ar-lein ar www.rctcbc.gov.uk/planning a chlicio ar 'Cymraeg' ar yr ochr dde ar frig y dudalen. Cliciwch ar 'Ceisiadau Cynllunio' i chwilio'r gofrestr, ac yna nodi rhif y cais (uchod).

The above application has been registered and you are welcome to view and comment on it before a decision is made. The application can be viewed online at www.rctcbc.gov.uk/planning, click the 'Planning Applications' link to Search the Register, and then enter the above application number.

Caiff unrhyw gyflwyno sylwadau ar gais. Rhaid gwneud hyn yn ysgrifenedig, naill ai drwy lythyr neu-e-bost (gwasanaethaucynllunio@rctcbc.gov.uk). Rhaid inni ei dderbyn erbyn 17/07/2023. Nodwch fod hawl gyda'r cyhoedd i weld yr

Anyone can comment on an application. This must be in writing, by letter or email (planningservices@rctcbc.gov.uk), and received on or before 17/07/2023. Please note that all comments and details are open to public inspection and may be displayed online.

Ffyniant a Datblygiad

Prosperity and Development

Tŷ Sardis, Heol Sardis, Pontypridd CF37 1DU

Sardis House, Sardis Road, Pontypridd CF37 1DU

Simon Gaie

Cyfarwyddwr Ffyniant a Datblygiad | Director of Prosperity and Development

E-bost: gwasanaethaucynllunio@rctcbc.gov.uk | adfywio@rctcbc.gov.uk
Email: planningservices@rctcbc.gov.uk | regeneration@rctcbc.gov.uk

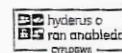
E-bost: strategaethdai@rctcbc.gov.uk
Email: housingstrategy@rctcbc.gov.uk

Dewiswch iaith a diwyg eich dogfen | Available in alternative formats and languages

Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhwch wybod inni beth yw'ch dewis iaith e.e Cymraeg neu'n ddwyieithog. We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.



MAE EICH DATA O BWYS www.rctcbc.gov.uk/diogeludata
YOUR DATA MATTERS www.rctcbc.gov.uk/dataprotection



Fy Nghyf/My Ref:
23/0238/10

EichCyf/Your Ref:

Dyddiad/Date: 12/07/2023

Gofynnwch am/Please ask for: Giles Howard
01443 281130

**DATBLYGIAD ARFAETHE-
DIG/PROPOSAL:**

Part demolition of existing buildings and redevelopment of the site for a fuel service station incorporating an ancillary Spar store, drive-thru coffee shop, drive-thru restaurant along with parking, access, landscaping and associated infrastructure. (PAC report, revised layout plan and fuel tank details received 23rd June 2023)

LLEOLIAD/LOCATION :

BLAKEMORE RETAIL, LANELAY ROAD, TALBOT GREEN, PONTYCLUN, CF72 8XX

CYF GRID/GRID REF: 303227, 182373

**DEDDF CYNLLUNIO GWLAD A THREF TOWN AND COUNTRY PLANNING ACT
1990 / GORCHYMYN CYNLLUNIO GWLAD 1990 / TOWN AND COUNTRY PLANNING
A THREF (GWEITHDREFN RHEOLI DAT- (DEVELOPMENT MANAGEMENT PROCE-
BLYGU) (CYMRU) 2012 DURE) (WALES) ORDER 2012**

Annwyl Sir/Madam

Dear Sir/Madam

Mae manylion cais cynllunio a ddaeth i law I enclose details of a planning application re-
Cyngor Bwrdeistref Sirol Rhondda Cynon Taf, ceived by Rhondda Cynon Taf County Bor-
mewn perthynas â'r cais uchod, wedi'u ough Council, in respect of the above pro-
hamgáu. Gofynnaf am eich sylwadau. posal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod Please view plans etc for the above applica-
ar-lein, ewch i www.rctcbc.gov.uk/planning a tion online at www.rctcbc.gov.uk/planning
chlicio ar 'Cymraeg' ar frig y dudalen.

I will assume you have no comments to make

Os nad ydw i'n clywed gennych chi o fewn 21 if I do not hear from you within 21 days of the
diwrnod o ddyddiad y llythyr hwn, byddaf yn date of this letter.
tybio nad ydych am gyflwyno sylwadau.

Yr eiddoch yn gywir / Yours faithfully,



Jim Bailey

Deputy Councillor / Head of Planning