



LLANHARAN COMMUNITY COUNCIL

Minutes of the extraordinary Council meeting held on a remote basis (by remote attendance) 7pm on Monday 27th October 2025

The meeting was held in accordance with:

The Local Government and Elections (Wales) Act 2021

Members Present:

Councillors; Rhys Jenkins (Chair), Chris Parker, Neil Feist, Robert Smith, Will Thomas, Janine Turner, Nick Richards, Andrew Morgan, David Evans

Apologies; Cllrs Mark Steer, Claire Morgan.

Absent; Cllr Geraint Hopkins,

Clerk to the Council: Leigh Smith

2025/265 Welcome and Apologies

The Chair welcomed everyone to the meeting.

2025/266 Disclosures of Personal and/or Prejudicial Interests

None.

2025/267 Public Speaking

None.

2025/268 Suspend financial regulation 11.3e)ii

RESOLVED

To suspend financial regulation 11.3e)ii with regards to the purchase of the 2025 Christmas trees for the reasons given in 'Appendix 1' presented to the meeting. The Clerk having advised that this would be appropriate.

2025/269 Provision of Christmas trees for the 2025 festive display

RESOLVED

To place the order for 69 Christmas trees with 'Sarah the Greengrocer' and to authorise the officers to spend up to £2132.50



2025/270 Recommendations of the CEC Committee held on Tuesday 21st October 2025

CEC2025049 To note the results of the tender for the 3 hire of festive lights for columns and agree a process for the matching of motifs to lampposts.

a) *RESOLVED*

To instruct the officers of the council to update the council's festive display schedule to show which individual motifs are to be fitted to which lamp-posts.

CEC2025/050 To consider purchasing extra string lights for dressing the 3 additional 16ft Christmas trees added to the festive display in 2024

b) *RESOLVED*

To approve to purchase of string lights to dress the 3 additional 16ft Christmas trees added to the festive display in 2024 and to authorise the officers to spend up to £1840

2025/271 Further 2 motifs for lamp posts for the festive display. *RESOLVED*

To add 1 motif to the Councils festive display and authorise the Clerk to add this motif to the 3-year contract for hire of motifs (with The Festive Lighting Company) at a maximum value of a further £150 per year.

2025/272 Urgent Information & Suggestions for future Agenda Items None

There being no further business, the meeting closed at 7.10pm.

Councillor Rhys Jenkins
Chair of Llanharan Community Council

Appendix 1

To suspend financial regulation 11.3e)ii with regards agenda item 5.

Financial regulation 11.3e)ii

11.3. Procedures as to contracts are laid down as follows:

e. 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 11.3., where the value:

ii. is less than £30,000 (inclusive of VAT) and greater than £1,500 the Proper Officer shall obtain 3 written quotations which clearly detail the priced descriptions of the proposed supply.

Officer's note:

The order for the 2025 Festive display Christmas trees needs to be placed soon in order to secure supply. Enquiries having been made some time ago but a quote only recently becoming available.

It is appropriate to suspend the requirement to obtain 3 quotes for the following reasons:

- The total value of the order is relatively low at £2,132.50
- The Council has carried out a best value exercise in previous years, and the quotation provided by this vendor were shown to be competitive, demonstrating value to the public.
- The cost in 2020 was £15 and £30 for 4ft and 16ft trees respectively they went up to £17 and £105 in either 2021 or 2022 and there was a price freeze in 2023 and again in 2024. So an increase of 50p per 4ft tree and £5 per 16ft tree this year in context still represents excellent value.
- The council's delivery and logistical requirements are well known by this supplier and there is little risk of issues with supply.

- The quality of the product supplied is well known and there is little risk of quality problems.

Appendix 2

To consider a quotation received for the provision of Christmas trees for the 2025 festive display

Quotation received for Christmas trees from 'Sara's the Greengrocer'

59 x 4ft @ £17.50 = £1,032.50

0 x 6/8ft @ £45.00

10 x 16ft @ £110.00 = £1,100

Delivery – Included.

Total = £2,132.50

Appendix 3

Resolutions and Recommendations of the Community Engagement Committee (CEC) held Tuesday 21st October 2025

CEC2025049 To note the results of the tender for the 3 hire of festive lights for columns and agree a process for the matching of motifs to lampposts.

RECOMMENDED

To instruct the officers of the council to update the council's festive display schedule to show which individual motifs are to be fitted to which lamp-posts.

CEC2025/050 To consider purchasing extra string lights for dressing the 3 additional 16ft Christmas trees added to the festive display in 2024

RECOMMENDED

To approve to purchase of string lights to dress the 3 additional 16ft Christmas trees added to the festive display in 2024 and to authorise the officers to spend up to £1840.

Appendix 4

To consider hiring a further 2 motifs for lamp posts for the festive display.

Amended proposal:

To add 1 motif to the Councils festive display and authorise the Clerk to add this motif to the 3-year contract for hire of motifs (with The Festive Lighting Company) at a maximum value of a further £150 per year.