



## **LLANHARAN COMMUNITY COUNCIL**

Minutes of the Council meeting held on a hybrid basis (in person and by remote attendance at Llanharan OAP Hall), 7pm on Thursday 16<sup>th</sup> January 2025

*The meeting was held in accordance with:*

**The Local Government and Elections (Wales) Act 2021**

### **Members Present:**

**Councillors;** David Evans (Chair), Chris Parker, Janine Turner, Neil Feist , Robert Smith, Rhys Jenkins, Andrea James, Claire Morgan, Will Thomas, Mark Steer, Joanne Miller.

**Apologies:** Cllrs; Helen Donnan

**Absent:** Cllr Geraint Hopkins JP.

**Clerk to the Council:** Leigh Smith

**RFO/Deputy Clerk:** Lisa Phillips.

2 members of the public

### **2025/001 Welcome and Apologies.**

The Chair welcomed all to the meeting.

### **RESOLVED**

That the reason proffered with Cllr Helen Donnan's apology for absence be accepted as a valid reason for absence.

### **2025/002 Disclosures of personal and/or prejudicial interests**

Cllr Chris Parker declared a personal interest being a volunteer of the Pantry including with regards agenda item 10 (Minute ref 2025/010) and any items regarding Bryncae Community Centre being a member of the voluntary management committee of Bryncae Community Centre.



Cllr Janine Turner declared a personal interest being a volunteer of the Pantry including with regards agenda item 10 (Minute ref 2025/010) and any items regarding Bryncae Community Centre being a member of the voluntary management committee of Bryncae Community Centre.

Cllr Janine Turner declared a personal interest being a volunteer of the Pantry including with regards agenda item 10 (Minute ref 2025/010) and any items regarding Bryncae Community Centre being a volunteer for the voluntary management committee of Bryncae Community Centre.

Cllr Will Thomas declared a personal interest with regards agenda items 18 and 19 (Minute ref 2025/020) relating to the location of his property.

**2025/003 Public speaking**

None.

**2025/004 Minutes of Ordinary Meeting of the Council held on 19<sup>th</sup> December 2024**

***RESOLVED***

To approve the minutes of the ordinary meeting of the council held on 19<sup>th</sup> December 2024 as a true and accurate record pending the alteration of the wording of Cllr Chris Evans to Cllr Chris Parker under member's reports.

**2025/005 Action plan**

Noted.

**2025/006 Correspondence.**

Noted.

**2025/007 Crime report**

Not received.

**2025/008 Expenditure December 2024**

To approve expenditure for December 2024 as shown in payment schedule 'Appendix 5' presented to the meeting.



## **2025/009 YTD Spend V Budget**

Noted.

## **2025/010 Income and expenditure for 'The Pantry'.**

Noted.

## **2025/011 Resolutions and recommendations of Audit Committee 14<sup>th</sup> January 2025**

- a) **RESOLVED** A2025/005 Bank reconciliations and list of payments for Quarter 23

To approve bank reconciliations and list of payments for Quarter 3, 2024/25 as listed in 'Appendix 2' presented to the Audit Committee meeting.

- b) **RESOLVED** A2025/009 2025/26 Budget and precept.

To approve the draft budget as presented with an expenditure of £349,303

Cllr Neil Feist requested that each member's vote be recorded in the minutes.

For: Cllrs Claire Morgan, David Evans, Robert Smith, Chris Parker, Rhys Jenkins, Janine Turner, Andrea James, Will Thomas, Joanne Miller.

Against: Cllr Neil Feist.

- c) **RESOLVED** A2025/009 2025/26 Budget and precept.

To apply a 6% increase on the Community Council tax band D rate resulting in a £4.75 per year increase and a resultant Community Council band D rate of £83.92 per year raising a precept of £300,409.26

Cllr Neil Feist requested that each member's vote be recorded in the minutes.

For: Cllrs Claire Morgan, David Evans, Robert Smith, Chris Parker, Rhys Jenkins, Janine Turner, Andrea James, Will Thomas, Joanne Miller.

Against: Cllr Neil Feist



**d) RESOLVED** A2024/010 General grant applications

To defer consideration of the Brynna OAP Association application for £1,800 pending the receipt of suitable quotations to comply with the Council's grant policy. Furthermore for the applicant to provide evidence of increased energy costs. For the Clerk to write to the association to request suitable documentation, upon receipt of which the application will be considered.

**e) RESOLVED** A2024/010 General grant applications

To reject the general grant application from Llanharan OAP Association for £1,800, the applicant having significant funds in the bank and the application having failed to demonstrate a need for funding.

**2025/012 Updates of the work of the VE day 80th Anniversary Event Working Group**

None

**2025/013 Member's Reports**

Cllr Mark Steer

Cllr Steer reported that he has been distributing paper copies of the Council's annual survey to residents. Many people not having access to the internet. He also reported that he has produced a draft leaflet to be included in material to be distributed by Persimmon Homes in their welcome packs for new home owners. The leaflet comprising extracts taken verbatim from the Council's Annual report. Cllr Steer also reported progress following a meeting with RCT Right of Way Officer with Cllr Donnan regarding PSM58. The history of the right of way is being checked and he awaits further developments.

Cllr Robert Smith

Cllr Smith reported that the 3 local primary schools have agreed to distribute a link to the Council's Annual Survey and requested that the Clerk email them to arrange. He also reported that he has attempted to engage members of the public personally but has found that due to the recent weather, foot traffic on the square has been low. He also reported that he has obtained software to assist the Clerk in the collation of the data obtained from the survey.



Cllr David Evans

Cllr Evans reported that RCT have identified further areas where they wish to plan trees, including some on Community Council land at Meadow Rise. The ORA Committee will consider the proposals at a future meeting.

**2025/014 Motion to delegate authority to The Bryncae Community Centre Committee to appoint its own Chair and Deputy Chair.**

***RESOLVED***

To delegate authority to The Bryncae Community Centre Committee to appoint its own Chair and Deputy Chair at its first meeting.

Clerk's note: This motion being moved under standing order 22.2.13

**2025/015 Feedback on any formal or informal meetings of external groups to whom the Council has appointees**

**a) RCT Town & Community Council Liaison Committee (Cllr David Evans and Rhys Jenkins)**

None

**b) One Voice Wales, RCT/Merthyr/Caerphilly area Committee (Cllr Robert Smith)**

A meeting was held on 15<sup>th</sup> January 2025. Discussed was the RCT charter with Community Councils with which One Voice Wales are also involved and meetings have taken place. A draft proposed charter has been produced. Also discussed were Community Asset Transfer schemes, a topic that OVW are engaging in. One Voice Wales are running a survey regarding the content of the OVW area committee meetings which will come to council at a later meeting. The next meeting is in person in April 2025.

**c) Dolau Primary School appointed governor (Cllr Neil Feist)**

None



**d) Llanharan Primary School appointed governor: (Cllr Geraint Hopkins)**

None

**e) Brynnau Primary School appointed governor (Cllr Rhys Jenkins)**

None.

**f) The Wildlife Trust (Brynnau Woods/Llanharan Marsh) Liaison (Cllr Mark Steer)**

Concern voiced by bridleway users over the appearance of bike ramps and the potential public safety hazard to users of bikes speeding down from Maywood at speed. Notices were erected but had been taken down after a few days. The situation is being monitored. Damage is also being caused to the reserve.

**g) Llanharan Community Development Project (LCDP) Liaison (Cllr Rhys Jenkins)**

None.

**2025/016 Approving the annual vehicle insurance policy costs.**

**RESOLVED**

To authorise officers to pay £2,665.33 for the annual vehicle insurance costs.

**2025/017 Over 60's Christmas Lunches and to approve the payment of final costs.**

**RESOLVED**

- a) To clarify that a donation of £100 EACH to be paid to both Brynnau and Llanharan Primary schools for entertainment
- b) To clarify that the payment alluded to above "*£200 payment for school bus transport for Brynnau Primary School*" relates to the bus costs for both Brynnau Primary School and for the transport arranged on the day for residents of Brynnau.
- c) To increase this amount to £230 to cover the actual cost of the busses.
- d) To pay the Cresta caterers costs of £5,209.58 for the cost of catering. (202 heads x £25.79/head + VAT)



**2025/018 Approving the purchase of a petrol jetwash. The previously approved purchase needing to be revised**

***RESOLVED***

To authorise the purchase of the petrol jetwash from Toolstation at a cost of £699.98 with an approximate 10% contingency, approving the officers to spend up to a total of £770. The item no longer being available from Screwfix and this vendor being the next cheapest. Unless a cheaper vendor can be found in the meantime.

**2025/019 Written motion to instruct the Clerk to write to RCTCBC highways to request the reinstatement of the previously removed cattle grid on Danygraig Road**

***RESOLVED***

To instruct the Clerk to write to RCTCBC highways to request the reinstatement of the previously removed cattle grid on Danygraig Road along with the adjoining gate, there being considered a risk to public safety from livestock at Llanharan square.

**2025/020 Written motion to instruct the Clerk to write to RCTCBC highways highlighting the issue of excessive surface water running down Danygraig Road during and following periods of heavy rain.**

***RESOLVED***

To instruct the Clerk to write to RCTCBC highways highlighting the issue of excessive surface water running down Danygraig Road during and following periods of heavy rain. To request that RCTCBC identify the existing surface water drains and to carry out cleaning of those drains as soon as possible. For the Clerk to also request a copy of the drawings showing the location of the drains along the length of Danygraig Road.

**2025/021 Written motion concerning the appropriate use of WhatsApp and other messaging platforms by formal working groups.**

Motion withdrawn.



**2025/022 Report on quotations received to resurface the path adjacent to the steps situated on Enterprise Way. The work having been engaged and carried out under delegated authority by the Clerk.**

Noted.

***RESOLVED***

To suspend Financial Regulation 11.3e)ii with regards this contract, the Clerk having attempted to obtain 3 quotations but having only received 2 quotations.

**2025/023 Planning**

Noted without comment.

**2025/024 To exclude the press and public by virtue of the Public Bodies (Admission to Meetings) Act 1960,**

***RESOLVED***

To exclude the press and public by virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and public to be excluded from the meeting on the basis that with regards to the following item of business, disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**2025/025 Motion to ascertain the Council's attitude in principle to taking responsibility for community buildings in the future should the need arise.**

***RESOLVED***

To state that in principle the Council would look favourably to taking responsibility for further community building(s) if perceived as a valuable asset to the community, should the need arise.

The press and public were readmitted.

**2025/026 To provide any information which the Chair considers should be relayed to Council as a matter of urgency, or to suggest items to the Clerk for inclusion on the agenda for the next meeting**

None





There being no further business the meeting closed at 8.20pm

The next scheduled meeting of Full Council will be held on 20<sup>th</sup> February 2025

Councillor David Evans  
Chair of Llanharan Community Council



## **LLANHARAN COMMUNITY COUNCIL**

Minutes of the Council meeting held on a hybrid basis (in person and by remote attendance at Llanharan OAP Hall), 7pm on Thursday 19<sup>th</sup> December 2024

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

### **Members Present:**

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

**Apologies:** Cllrs; Helen Donnan

**Absent:** Cllrs; Joanne Miller, Geraint Hopkins JP.

**Clerk to the Council:** Leigh Smith

**RFO/Deputy Clerk:** Lisa Phillips.

2 Members of the public.

### **2024/290 Welcome and Apologies.**

The Chair welcomed all to the meeting.

### **RESOLVED**

That the reason proffered with Cllr Helen Donnan's apology for absence be accepted as a valid reason for absence.

### **2024/291 Disclosures of personal and/or prejudicial interests**

Cllr Neil Feist declared a general personal interest being a member of Cycling UK and a personal and prejudicial interest with regards agenda item 12 (Minute ref 2024/301b) being a tenant of a Council allotment plot.



Cllr Claire Morgan declared a personal and prejudicial interest with regards agenda item 12 (Minute ref 2024/301b)) being a tenant of a Council allotment plot.

Cllr Andrea James declared a personal interest with regards agenda item 10 (Minute ref 2024/299) being a volunteer at the Pantry and a personal interest with regards item 14 (Minute ref 2024/303) being a member of the Bryncae Community Centre Voluntary Management Committee.

Cllr Chris Parker declared a personal interest with regards agenda item 10 (Minute ref 2024/299) being a volunteer at the Pantry and a personal interest with regards item 14 (Minute ref 2024/303) being a member of the Bryncae Community Centre Voluntary Management Committee.

Cllr Janine Turner declared a personal interest with regards agenda item 10 (Minute ref 2024/299) being a volunteer at the Pantry.

#### **2024/292 Public speaking**

None.

#### **2024/293 Minutes of Ordinary Meeting of the Council held on 21<sup>st</sup> November 2024**

##### ***RESOLVED***

To approve the minutes of the ordinary meeting of the council held on 21<sup>st</sup> November 2024 as a true and accurate record.

#### **2024/294 Action plan**

Noted.

Members requested an update on the progress of the Grove Terrace Memorial Garden project at the next meeting of the Council.

#### **2024/295 Correspondence.**

None.

#### **2024/296 Crime report**

Noted.



**2024/297 Expenditure November 2024 and note reconciliations for all spend from July 2024 to November 2024**

To approve expenditure for November 2024 and note reconciliations for all spend from July 2024 to November 2024 as shown in payment schedule 'Appendix 5' presented to the meeting.

**2024/298 YTD Spend V Budget**

Noted.

**2024/299 Income and expenditure for 'The Pantry'.**

Noted.

**2024/300 Resolutions and recommendations of CIL Committee 3<sup>rd</sup> December 2024**

**a) RESOLVED**

CIL2024/047

To allocate £1,781.24 of CIL funds to project LCC19/07 Memorial Garden for extra surety cover, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists

**b) RESOLVED**

CIL2024/048

To allocate £588 of CIL funds for costs to ensure legionella compliance at the Welfare ground shower block, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists

**c) RESOLVED**

CIL2024/049

To allocate up to £2,000 of CIL funds for a building condition survey of the Welfare ground shower block, subject to approval from RCTCBC, to approve the spend as per resolution 2024/288b) and to add to the CIL123 list and Active Project lists.

**d) RESOLVED**

CIL2024/050

To allocate £380 of CIL funds for costs to carry out a electrical safety inspection and to replace 2 x emergency light fittings at the Welfare ground shower block subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists



**e) RESOLVED**

CIL2024/051

To allocate up to £500 of CIL funds for costs to carry out a commercial gas safe safety inspection at the Welfare ground shower block subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists

**f) RESOLVED**

CIL2024/052

To allocate £600 of CIL funds for costs to replace the distribution board at the cemetery shed and carry out a electrical safety inspection subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists

**g) RESOLVED**

CIL2024/053

To allocate £480 of CIL funds for costs to replace the electrical board and Christmas tree wall fittings at the War Memorial, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists

**2024/301 Resolutions and recommendations of ORA Committee 5th December 2024**

**a) RESOLVED**

ORA2024/084 Expansion of the Pendre Allotment site.

For the Clerk to advertise for expressions of interest for plots at the site to gauge demand with a view to having extra plots available in January 2026.

Cllr Neil Feist left the meeting.

Cllr Claire Morgan left the meeting.

**b) RESOLVED**

ORA2024/085 Consideration of allowing Bees to be kept on the Council's Allotment sites.

To not allow bees on council allotment sites or council open spaces. The effect on biodiversity, the location of our sites being in residential areas, the administrative burden and other factors.

Cllr Neil Feist returned to the meeting.



Cllr Claire Morgan returned to the meeting.

**c) RESOLVED**

ORA2024/086 Bus shelter at the high corner.

That the provision for a bus shelter to be placed at the High Corner bus stop be investigated and that the Clerk to present a future paper on the details to the ORA Committee. The potential to fund the bus shelter from CIL funds to be referred to the CIL Committee for consideration.

**NOTED**

ORA2024/090a) **RESOLVED**

To evict the plot-holder of Bridgend Road Allotments plot 14 under the following terms of the tenancy agreement:

5. Use and Cultivation of the Allotments

d) The Tenant shall keep the Allotment in a good state of cultivation and not allow it to become overgrown with weeds.

e) The Tenant must ensure that general rubbish or building materials are not deposited or dumped anywhere on the site and that the Allotment is kept in a reasonably tidy condition.

And in line with the following clause:

12. Termination of Tenancy

c)

ii. One month's written notice to quit if the rent is overdue by 40 days or more.

iii. One month's notice to quit if the Tenant is not duly observing the conditions of the tenancy.

**d) RESOLVED**

To accept the offer to surrender the plot voluntarily from the plot holder of Bridgend Road plots 28&29 rather than proceeding with an eviction process.

**e) RESOLVED**

To accept the reasons for non-cultivation and the assurances given in the plot holder's submission to the Committee and to not evict the plot holder of Bridgend Road plot 50 at this time, but reserving the right to do so at a later date. For the Clerk to write to the plot holder to explain the Council's decision and that close monitoring of the plot will be undertaken from February 2025 onwards.



## **2024/302 Resolutions and recommendations of the HR Committee held on 10<sup>th</sup> December 2024**

Resolutions noted.

## **2024/303 Updates of the work of the Bryncae Community Centre Working Group and recommendations for governance of the centre.**

### **a) RESOLVED**

For the Council to form a committee known as the “Bryncae Community Centre Committee” the membership of which to be:

Cllrs Chris Parker, Andrea James, Janine Turner, Rhys Jenkins, Neil Feist and Robert Smith. Plus the 3 members of the public who currently sit on the Bryncae Community Centre Voluntary Management Committee to be invited to join the Committee as non-voting members of the committee.

### **b) RESOLVED**

The RFO to become a co-signatory (along with Cllr Andrea James who is the current voluntary management committee’s treasurer, in the interim period) to the existing bank account to comply with financial regulations and to use the existing bank account.

### **c) RESOLVED**

The RFO to create a new cashbook within Rialtos to deal solely with the finances of the Centre and that an EMR is created to capture the balance of any funds available and any profit (or loss) in any financial year.

### **d) RESOLVED**

The Committee to be delegated powers to approve expenditure on equipment that would improve the attractiveness of the centre to potential users and that such expenditure to be met out of the working capital of the community centre.

### **e) RESOLVED**

The Committee be delegated authority to draw up or alter the terms and conditions of hire

### **f) RESOLVED**

The Committee be delegated authority to oversees and direct the cleaning strategy for the centre and appoint a contractor accordingly to carry out such duties. The cost of such an arrangement to be met out of the working capital of the community centre.



**g) RESOLVED**

The Committee to be empowered to ensure that the activities within the centre carry an element of social value to reflect the needs of the community.

**h) RESOLVED**

The Committee be delegated authority to decide the hire fees and other fees for the use of the centre and to ensure that such fees reflect value for money for the community.

**i) RESOLVED**

The Clerk and/or RFO to be delegated powers to:

- a) approve expenditure on consumable items such toilet rolls, hand towels and cleaning products to the value of £250 at any one time and that such expenditure to be met out of the working capital of the community centre.
- b) to pay back any deposit that has been made for a booking within the provisions of the booking conditions.
- c) energy and utility bills are paid subject to due diligence by the RFO without further reference to full Council and that such expenditure is to be met out of the working capital of the community centre.
- d) Any CIL expenditure to be processed in the normal way via the CIL committee and full council.
- e) Once the additional assistant clerk is employed the Council commits to the implementation of an online booking system that allows users to see what dates and times are available and to pay the required deposit for such a booking. The cost of implementation to be met from Council funds

**f) RESOLVED**

The RFO to provide a monthly finance report to be presented in the meeting of the full council.





### **2024/304 Virement of £2,000 from general reserves and delegating authority to the officers to spend on Bryncae Community Centre**

#### ***RESOLVED***

To make a virement of £2,000 from general reserves and to delegate authority to the officers to spend on Bryncae Community Centre for essential running costs such as routine bills, the setting up of statutory compliance arrangements etc... following the signing of the lease, commencement of the lease expected in early January 2025.

### **2024/305 Quotations for the replacement of all lights with LED lights at Bryncae Community Centre**

#### ***RESOLVED***

To appoint Vendor B, (Whitehead) for the replacement of all lights with LED lights at Bryncae Community Centre as per the specification provided and in line with quotation SW/CW/10012 and accompanying emails. For officers to engage Whitehead and to be authorised to spend up to £17,327 comprising the quotation amount of £15,748.38 plus a 10% contingency, monies to come from CIL funds against project LCC23/02 "Improvements to Bryncae Community Centre", £100,000 being set aside for the project on the Active Project list. Any monies received from Grant to be offset from this total.

### **2024/306 Updates of the work of the VE day 80th Anniversary Event Working Group**

None

### **2024/307 Verbal update on progress of the Memorial Garden/Garage project at Grove Terrace**

Noted.

### **2024/308 Member's Reports**

#### **Cllr Mark Steer**

Cllr Steer reported that the dog waste bin at the western end of Brynna woods is frequently overflowing and he has been working to persuade RCTCBC that a larger bin is required.

He also reported that he has been in discussions with Persimmon to include information from local groups, including the Community Council to their welcome packs for new home owners. He reported that he has had positive



conversations with the sales team at the Morgans Walk development and is working with the Clerk to provide some information for inclusion.

#### Cllr Robert Smith

Cllr Smith reported that the annual survey has gone live this week. The survey has been publicised online, on social media and in locals shops and the councils notice boards. The survey is available as an online form or in hard copy. The survey was handed out at the over 60's lunches over the past 2 days and approximately 200 responses have been received. Cllr Smith reports that an unexpected benefit has been the engagement and questions generated by residents in response to the survey.

#### Cllr David Evans

Cllr Evans reported that a number of councillors attended a recent event to accept the novelty cheque from Persimmon towards the cost of the Christmas lights expansion. He also commented on the success of this years over 60's Christmas lunches which was very well received and in particular the quality of the catering.

#### Cllr Chris Evans

Cllr Parker reported that he has recently completed the routine check of the councils defibrillators and reported that one of the defibrillators had been used recently. He also wished to echo the response to the over 60's Christmas lunches had been one of universal praise and thanked all involved, in particular he wished to thank the performances from Llanharan and Brynnau Primary schools who were excellent.

### **2024/309 Feedback on any formal or informal meetings of external groups to whom the Council has appointees**

**a) RCT Town & Community Council Liaison Committee (Cllr David Evans and Rhys Jenkins)**

None

**b) One Voice Wales, RCT/Merthyr/Caerphilly area Committee (Cllr Robert Smith)**

The next meeting is due to be held in January 2025

**c) Dolau Primary School appointed governor (Cllr Neil Feist)**

None



**d) Llanharan Primary School appointed governor: (Cllr Geraint Hopkins)**

None

**e) Brynnau Primary School appointed governor (Cllr Rhys Jenkins)**

None.

**f) The Wildlife Trust (Brynna Woods/Llanharan Marsh) Liaison (Cllr Mark Steer)**

None.

**g) Llanharan Community Development Project (LCDP) Liaison (Cllr Rhys Jenkins)**

None.

**2024/310 Renaming of the “Walking Route Leaflets Working Group” review of Terms of reference**

***RESOLVED***

To change the name of the Walking Route Leaflets Working Group to: “Walking and Multiuser Leaflets Working Group”

And to alter the terms of reference to:

“The Working Group to be tasked to explore suitable routes and prepare draft leaflets. The WG will make recommendations to the ORA Committee”.

**2024/311 Public toilets near Llanharry Road.**

Noted.

**2024/312 Planning**

Noted without comment.

**2024/313 To exclude the press and public by virtue of the Public Bodies (Admission to Meetings) Act 1960,**

***RESOLVED***

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



would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**2024/314 Rescinding resolution 2024/277 “To form a committee known as the Trenos and Ewenny Crossings Project Committee”**

***RESOLVED***

That resolution 2024/277 “To form a committee known as the Trenos and Ewenny Crossings Project Committee” be rescinded following advice from the Clerk.

The press and public were readmitted to the meeting.

**2024/315 To provide any information which the Chair considers should be relayed to Council as a matter of urgency, or to suggest items to the Clerk for inclusion on the agenda for the next meeting**

None

**2024/316 To exclude the press and public by virtue of the Public Bodies (Admission to Meetings) Act 1960.**

**a) *RESOLVED***

To exclude the press and public by virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and public to be excluded from the meeting on the basis that with regards to the following item of business, disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**2024/317 Motion to form a committee to be known as “the Trenos and Ewenni Crossings Project Committee” not requiring written notice as per 22.2.14 of the council’s Standing Orders.**

***RESOLVED***

To form a committee to be known as “the Trenos and Ewenni Crossings Project Committee”. Membership to comprise Cllrs David Evans, Chris Parker, Will Thomas, Janine Turner, Rhys Jenkins, Mark Steer, Neil Feist, Andrea James, Claire Morgan and Robert Smith (10) with Cllr Chris Parker as Chair and Cllr Janine Turner as Deputy Chair



Terms of reference to be:

The committee be explicitly delegated full financial control to spend CIL funds allocated to the project LCC23/01 Bridge Over the River Ewenny by full council.

The committee be delegated authority to oversee, scrutinise and make decisions on all aspects of the project known as project LCC23/01, "Bridge over the River Ewenny" the scope of which is set by resolution of the Council.

To report to Council at each of its ordinary meetings on any resolutions made and all activity undertaken since the previous ordinary meeting.

To follow any other action as directed by the Council.

***b) RESOLVED***

That membership from the Council of the Trens Crossing and Ewenny Bridge Working Group be altered to comprise Cllrs Chris Parker as Chair, Neil Feist as Vice Chair, Mark Steer and Rob Smith and the terms of reference of the Trens Crossing and Ewenny Bridge Working Group be amended so that it reports to this newly formed committee.

There being no further business the meeting closed at 8.55pm

The next scheduled meeting of Full Council will be held on 16th January 2025

Councillor David Evans  
Chair of Llanharan Community Council



## Llanharan Community Council - Action Plan 13.1.2025

Action no	Date added	Category	From	Action	Notes	Status
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.	
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.		
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 and developments RE Cut and collect. Note this action held whilst the red tractor was repaired.	
2022/083	22.4.22	Full Council	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 RCTCBC SuDs and Welsh Water in June 22. Tender issued July 23. Awaiting formal S187 agreement. DCWW awaiting a copy of the formal title deed. Clerk has requested from Land Regsirty Mau 2024 Awaiting S185 Oct 24. Awaiting final S185 from DCWW. S185 agreement with RCTCBC solicitors. Awaiting RCTCBC signoff. Nov 24	
2022/098	20.5.22	Full council	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.		
2022/108	22.5.22	Full council	CIL	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.		

2022/233	16.12.2022	Full Council	ORA	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.	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. Received in March - 'the Council is unlikely to pursue legal action over a substantial long-standing obstruction (i.e. of considerable size, worth and requiring major engineering works to remove or to reinstate public passage), a diversion may be considered an acceptable solution in such extenuating circumstances. While we are open to discussions with the landowners, we currently have a small very small team compared to the size of the PRow network and are prioritising are work/enforcement accordingly. I am happy to arrange a meeting but this unlikely to happy over the coming weeks due to current work load.' No progress. currently with RCTCBC.	
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.	the Clerk to send the Chain of office to Fattorinis after the Horticultural show in August to obtain a quote.	
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.	
2023/060	17.3.2023	Full Council	CIL	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.	Added to lists. Awaiting progress. The Clerk has requested permission from RCT to place the benches at the selected locations. June 2024. update, Barrat have given permission awaiting permission from their management company.. Provide quotes to CIL/FC. Approval for purchase obtained. Awaiting permission.	
2023/060	17.3.2023	Full Council	CIL	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.	Added to lists. Awaiting progress. The Clerk has contacted the MOP involved and requested works be carried out Summer 2024. June 2024. Clerk has requested an update Oct 24.	

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.	The Council is seeking a comprehensive legal agreement with LRGT. Awaiting feedback from LRGT June 2024. Nov 24. LRGT have indicated a desire to accept the showerblock land. This would mean grounds maintenance falls outside of any formal arrangement. Nov 24. Note that resolution 2024/288 superceeds this resolution.	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. Action signed off as no progress and 18 months elapsed. .	Completed
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. Awaiting scoping design.	
2023/142	16.6.23	Full Council	ORA	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.	To be decided upon and ordered with evidence showing best value.	
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.	Awaiting details of type and dimentions of required gate and consent from landowner. Cllr Steer engaging with landowner. June 2024. HOLD	
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.	Clerk wrote to 3 x landowners 25.9.23. Awaiting responses. Response reviewed from 1, awaiting response from other. Have telephoned second landowner but awaiting response. Cllr Steer directly engaging landowners. June 2024, HOLD	
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	Awaiting information on the potential for a grant to purchase equipment from Rachel Carter ref 2013/225. Note Emailed RC on 25.9.23 to seek help on what equipment req and what funding might be available.Cllr Steer carrying out further investigations.	
2023/186	21.7.23	Full Council	CIL	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.	Informal negotiations held an results confirmed in writing. Awaiting legal deeds including title plan from LRGT. Chased June 2024	



2023/194	21.7.23	Full Council	Full Council	<p>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 &amp; 4)</p> <p>RESOLVED</p> <p>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:</p> <ul style="list-style-type: none"> <li>• 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').</li> <li>• ... to the current Llanharri road being transformed into a pedestrian and cycle underpass.</li> <li>• If so then the SDS appears to be valid.</li> <li>• 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.</li> </ul>	<p>Emailed RCT planning 27.7.23. As of 1.9.23 Holding responses received but no definitive respnpses. LS nudged 19.9.23 Signed off as no further rsspone. Oct 24</p>	Completed
2023/233	22.9.23	Full Council	Full Council	<p>2023/233 Quotations for the taking down of Summer hanging baskets and erection and subsequent removal of Christmas Trees, Christmas motifs etc...</p> <p>RESOLVED</p> <p>To award a 1-year contract to Centregreat on the terms and prices provided. To approve the spend accordingly with a 5% contingency, namely: £13,189 for 2023.</p> <p>RESOLVED</p> <p>The Clerk to carry out a tender process to provide the taking down Summer hanging baskets and erection and subsequent removal of Christmas Trees, Christmas motifs etc... for a 3 year period, years 2024 to 2026.</p> <p>RESOLVED</p> <p>To authorise the Proper Officers to spend up to £1,000 of CIL funds in order to retrofit lamp post timers as required to allow the placement of Christmas motifs.</p>	<p>Centregreat informed.</p> <p>Clerk to arrange formal tender.</p> <p>Retrofitting of timers arranged and invoice to be provided by RCTCBC. completed</p> <p>Tender process to be put in place.</p>	
2023/286	17.11.2023	Full Council	Full Council	<p>2023/286 Venues and other arrangements for future Council meetings.</p> <p>RESOLVED</p> <p>For the Clerk to investigate the feasibility of holding hybrid meetings at other locations and to present a paper to a future meeting of the Council.</p>		
2023/300	22.12.2023	Full Council	Full Council	<p>RESOLVED</p> <p>For the Clerk to write to Gill Richards and Anne Davies of Llanharan OAP and Brynna OAP respectively to thank them for their hard work helping to organise the event and to Llanharan RFC for the free use of the hall</p>	<p>Write and deliver x 3 letters</p>	Completed

2023/205	22.12.2023	Full Council	ORA	RESOLVED ORA2023/091 Adding individuals to long standing tenancy agreements, creating joint tenancies circumstances where this might be considered. To allow the principle of new joint tenancies under certain circumstances and the Clerk (alone or in conjunction with a working group) to draft a process and application form designed to allow the applicant to demonstrate that the applicant can meet a certain criteria (to be decided) and provide evidence of such. This would include an investigation by the Clerk to attempt to ascertain the validity of the application.	Clerk to draw up draft process map.	
2023/205	22.12.2023	Full Council	ORA	RESOLVED ORA2023/092 Access gate arrangements at Meadow Rise open space. To instruct the Clerk to obtain quotes to remove both gates and to install suitable staggered barriers at the Western entrance to the Meadow Rise open space following consultation with RCTCBC highways department	checked spec with RCTCBC. Min 1.2 clearance to be maintained on footway. Clerk to obtain quotes. Quotations received. Presenting to ORA July 24. Work awarded. Awaiting installation date. (September 2024). Superseded by resolution 2024/213b)	Completed
2023/208	22.12.2023	Full Council	HR	2023/208 Terms of Reference HR Committee RESOLVED To adopt the terms of reference for the HR Committee	Publish and put on website.	
2023/209	22.12.2023	Full Council	HR	RESOLVED HR2023/022 HR Policies To adopt the following policies as presented as the formal policies of the Council Appendix 3 – Draft disciplinary policy & procedure V2. Appendix 4 – Draft equality & diversity policy V2. Appendix 5 – Draft grievance policy and procedure V2. Appendix 6 – Draft sickness & absence policy & procedure V2.	Put in sharepoint and add to website and issue to staff.	Completed
	19.01.2024	Full Council	Full Council	No resolution - The Clerk to arrange for quotations for 2 large troughs and a large octagonal planter at a later date. Quotes to be presented to FC.	Obtain quotes and present to FC.	
2024/015	19.01.2024	Full Council	Full Council	RESOLVED A2024/012 To grant Llanharan Football Club £495 towards the purchase of the equipment detailed in the application to facilitate the reinstatement of a Saturday 'second' team. Payment to be made subject to the receipt of the following supporting documentation to the satisfaction of the Clerk (these items not considered material to decision making): a) The constitution document of the club (including details of the named officers of the club or if this is not included in the constitution document the applicant to annotate the application to show the formal positions of the signatories). b) Invoices totalling £900 to show what the previous grant was spent on. (As per Appendix 2 of the application).	Inform applicant. Note: Informed. Clerk to provide assistance and put on agenda of Feb 24 meeting. Documents still to be received. Awaiting documents requested. June 2024. .SUPERCEDED	Completed

2024/015	19.01.2024	Full Council	Full Council	<p>RESOLVED</p> <p>A2024/015 Discharge of recommendation R13 from the most recent internal audit. Following the recent notification from The Independent Remuneration Panel for Wales (IRPW) regarding taxation guidance for the payment of Council allowances, that each member in receipt of the £156 payment (or part payment) is issued with the relevant letter (to be signed by the member) to evidence a formal arrangement between the council and the councillor and provided that the councillor is not already claiming the allowance against another source of income then it be treated as exempt from PAYE. This being the case there is no need for payments to be made via the payroll system.</p>	<p>Letters to be drawn up - LS</p> <p>Letters to be sent, signed and returned and filed - LP</p>	
2024/016	19.01.2024	Full Council	Full Council	<p>2024/016 Memorial Garden CIL project Costs</p> <p>RESOLVED</p> <p>To authorise the officers to spend a total of £2,100 comprising 50% payment of Vale Consultancies invoice 9933 and £750 for unforeseen costs upon receipt of an invoice. Monies to be taken from CIL funds and the CIL 123 list and Active project lists to be updated accordingly.</p>	Update CIL lists	
2024/017	19.01.2024	Full Council	Full Council	<p>2024/017 £500 to purchase software to facilitate the development of electronic application forms</p> <p>RESOLVED</p> <p>To authorise the officers to spend \$399 dollars per year (or the £ sterling equivalent) if following an investigation into its capabilities, the plugin is felt to serve the purposes for which it would be intended. For the Officer's in consultation with the Chair to proceed to develop draft forms and applications. The relevant committees to have final approval over the format and content of any application forms in the normal way prior to publishing.</p>	DE to advise	
2024/018	19.01.2024	Full Council	Full Council	<p>2024/018 £1,500 to make alterations to the Council office to improve security</p> <p>RESOLVED</p> <p>To authorise the officers of the Council to spend up to £1,500 to facilitate the fitting of a door latch and CCTV in the office. For a virement to be taken from general reserves and added to the office maintenance line</p>		
2024/023	19.01.2024	Full Council	Full Council	<p>2024/023 Spend of £500 to facilitate resolution of a HR matter</p> <p>To approve the officers of the Council to pay up to £500 for costs associated with a confidential HR issue. The invoice presented for Caer health plus any ancillary costs that may arise in relation to the matter.</p>	Ongoing.	
2024/038	16.02.2024	Full Council	ORA	<p>(ORA2024/010) Review arrangements for the fitting of a non-slip asphalt strip or other arrangements on Bridleway PSM40/4, Bethlehem View to Brynna Woods following a price increase from the initial quotation</p> <p>To instruct the Clerk to obtain fresh quotations for the proposed work to the same specification with a coloured asphalt. The costs to be referred to the CIL Committee for approval of the use of CIL funds.</p>	Obtain fresh prices. CIL to consider a ceiling of £1,750 in the March meeting. RESOLVED March 24. Emailed highways and vendors for fresh documented quotations. March 2024 Awaiting documented quotations. Quote received presented to FC June 2024.Superseeded	Completed

2024/045	16.02.2024	Full Council	Full Council	2024/045 Extra 'lamp post poppies' for remembrance Sunday 2024 RESOLVED To purchase 30 large poppies for attaching to lamp-posts in the community. To replace those damaged in 2023. To authorise the officers to spend up to £150 with the Royal British Legion for their supply.	30 Large lamp-post poppies purchased 10.07.24	Completed
2024/046	16.02.2024	Full Council	Full Council	2024/046 Motion to instruct the Clerk to write to the relevant department of RCTCBC regarding flooding and drainage on the A473 near 'Llanharan Square'. RESOLVED The Clerk to write to the relevant department in RCTCBC to request what remedial work is required to the road drains on the A473 adjacent to the High Corner pub and to describe what, if any remedial work is planned over the next 12 months to rectify the situation".	Write letter and send. On hold ref RS	
2024/067	22.03.2024	Full Council	CIL	2024/067 RESOLVED CIL2024/009 CIL funds for a defibrillator to be placed at or near Trenos Gardens To allocate up to £1,250 of CIL funds for a defibrillator to be placed at or near Trenos Gardens, and authorising the officers to make such a purchase and arrange for fitting. And to update the Active Project list and CIL123 list accordingly.	Update lists and purchase. List updated. Quotes requested. Order placed 3.7.24. Fitted	Completed
2024/067	22.03.2024	Full Council	CIL	2024/067 RESOLVED CIL2024/010 Increasing the allocation of CIL for project LCC22/04. 'Improvements to equestrian access on Bridleway PSM40/4. Bethlehem Way to Brynna Woods To increase the allocation of CIL funds from £1,000 to a maximum of £1,750 subject to the Clerk obtaining 3 quotations for project LCC22/04. 'Improvements to equestrian access on Bridleway PSM40/4. Bethlehem View to Brynna Woods. This following a price increase from the initial quotations provided.	Update lists. Obtain quotes. Carry out work. Present quotes. Lists updated. Awaiting formal written quotes. 1 quote received, presented to FC June 24. Superceeded	Completed
2024/067	22.03.2024	Full Council	CIL	2024/067 RESOLVED CIL2024/013 Updated costs from Vale Consultancies regarding the Ewenny Bridge project. To allocate £2,540 rather than £1,850 of CIL funds to the project to facilitate the production of the more detailed scoping design by Vale Consultancies. To authorise the Officers to spend up to this amount with Vale consultancies. Note that previously the officers attempted to engage a number of consultancies to quote to carry out the work without successfully obtaining 3 written quotations, with this being the case to suspend financial regulation 11.3eii (where value... is less than £45,000 and greater than £1,500 the Proper Officer shall obtain 3 written quotations which clearly detail the priced descriptions of the proposed supply) upon the recommendation of the Clerk with regards to this item.	List updated. Awaiting scoping design draft from Vale following formal permission to proceed from Council expected 18.4.24 ON HOLD pending public consultation.	

2024/067	22.03.2024	Full Council	CIL	<p>2024/067 RESOLVED</p> <p>To allocate up to £1,500 of CIL funds for the obtaining of an engineering design for the path between the Network Rail railway crossing and the proposed Eweny Bridge to the appropriate specification (being compliant with bridleway spec and in line with the Disability Act 2010 and best practice). To authorise the officers to spend up to this amount pending the receipt of a quote or quotes from appropriate suppliers. This authorisation valid only should the cheapest available quote be selected with the relevant information to be presented to a future meeting of the Committee and Council. This item included under this agenda item given the only currently available quote is from Vale Consultancies.</p>	List updated . ON HOLD PENDING PUBLIC CONSULTATION	
2024/071	22.03.2024	Full Council	Full Council	<p>2024/071 Potential leasing of land around Bryncae Community Centre.</p> <p>RESOLVED</p> <p>For the Clerk to obtain estimates of cost from a solicitor to draft a lease agreement and act on the Council's behalf in this matter. Costs to be presented to a future meeting of council.</p>	On Hold - Awaiting deeds/title plan from LRGT June 24.	
2024/071	22.03.2024	Full Council	Full Council	<p>2024/071 RESOLVED</p> <p>For the Clerk to obtain comprehensive deeds for the land, including a title plan from LRGT.</p>	Requested. Awaiting info from LRGT. Nudged April 24. Nudged June 2024.	
2024/072	22.03.2024	Full Council	Full Council	<p>2024/072 Review SLA and other formal agreements with external bodies</p> <p>RESOLVED</p> <p>For the officers of the Council to enter into informal negotiations regarding an agreement with a local organisation.</p>	Produce briefing note and arrange meeting. Email summary sent June 2024, awaiting response.	
2024/086	19.04.2024	Full Council	CEC	<p>2024/086 Recommendations of Community Engagement Committee meeting 26th March 2024</p> <p>RESOLVED</p> <p>(CEC2024/006 Future placement of summer hanging baskets from Summer 2025).</p> <p>From Summer 2025 to investigate adding the following to the Councils Summer plant schedule:</p> <p>1 x Large planter at the green space adjacent to St Ilyd's Meadow.</p> <p>2 x Large planters either side of the roundabout at Heol Y Parc (New Road).</p> <p>1 x Large planter near the bus stop at Treno's Gardens.</p> <p>2 x Troughs on Llanilid village sign markers near Dragon Studio's.</p> <p>The Clerk to obtain prices and present to the Committee at a future date.</p>	<p>Large Planters (x4) = £2,192.20</p> <p>Troughs (x2) = £up to £414 (depending on size)</p> <p>Note: Possibly need 1 or 2 extra troughs to replace those missing. To be reported to CEC.</p>	

2024/086	19.04.2024	Full Council	CEC	<p>RESOLVED (CEC2024/007 Future placement of Christmas motifs and other decorations from Christmas 2024). To consider adding the following Christmas decorations to the Councils scheme for Christmas 2024: 1 x Large Christmas tree and lights at the green space adjacent to St llyd's Meadow. 1 x Large Christmas tree at the roundabout at Heol Y Parc (New Road). 10 x Lamp post 'String lights' along New Road. 1 x Large Christmas tree at Lanley estate (left hand side of roundabout). 8 x Lamp post 'String lights' along entrance to Lanley estate. The Clerk to obtain prices and practical aspects of providing sockets, power and other aspects of delivering the additions and present to the Committee at a future date together with spend/budgeting options.</p>	<p>Quotations for string lights and lights for extra christmas trees (and ancillary equipment requested 4.6.24).  Costings for the power supplies tbd  Have enquired with RCTCBC and Persimmon. Quotaes obtained. Resolutions made.</p>	Completed
2024/088	19.04.2024	Full Council	CIL	<p>RESOLVED To defer the motion listed below to a future meeting. To increase the allocated CIL funds allocated to the Project ' Ewenny Bridge' from £275,000 to £475,000. For this amount to comprise funds set aside to facilitate the building of the Ewenny Bridge, the construction of an appropriate path to the South to link up with the Network Rail crossing bridge and to also now to include the following: Funds to make improvements to relevant paths to the northern side of the Ewenny Bridge, into and through Brynna Woods to make them suitable for all users in line with the requirements of The Equality Act 2010; Funds to make improvements to relevant paths to the southern side of the Network rail crossing bridge to make them suitable for all users in line with the requirements of The Equality Act 2010; Subject to the permission of the relevant landowners and in partnership with other interested parties. Details to be decided at some later date.</p>	Defered	
2024/088	19.04.2024	Full Council	CIL	<p>RESOLVED To defer the motion listed below to a future meeting. Ref Decision making matrix item 1 – Assumed material from which the bridge is to be constructed to allow Vale to design a base-line design for public consultation and tendering. (NOTE: The decision made here is to decide which material to use for the base-line design. This does not mean that the final bridge design is being set prior to tendering). To specify a traditional steel/timber construction design now to allow Vale to design a base-line design but to make it clear that the Council do NOT stipulate any material in the tender pack. This option can be subject to change at a later date.</p>	Defered	
2024/088	19.04.2024	Full Council	CIL	<p>RESOLVED To defer the motion listed below to a future meeting. Decision making matrix item 3 - Consider decking spec on bridge. (Note: This information is required for the eventual tender document but not necessary for Vale to complete the base-line design for the scoping design) To defer this decision. To allow Vale to use an appropriate decking solution for the scoping design at this stage. This matter to be reconsidered prior to producing a tender document.</p>	Defered	

2024/088	19.04.2024	Full Council	CIL	<p>RESOLVED</p> <p>To defer the motion listed below to a future meeting</p> <p>Decision making matrix item 6 – Consider whether to carry out further ground testing to inform the design. To authorise £1000 of CIL funds from the project allocation to carry out further ground investigation drilling further from the bank where the original drilling took place. This work to be done to inform the tender document, not to delay production of the initial scoping design.</p> <p>Cllr Neil Feist subsequently requested that for all agenda items relating to financial matters that the votes of all members be recorded in the minutes. For this item of business, as the request to record votes of each councillor was made later in the meeting, the information available shows that Cllrs David Evans, Neil Feist, Rhys Jenkins, Mark Steer, Tracy Allen, Robert Smith, Janine Turner, Chirs Parker, Andrea James, Will Thomas and Joanne Miller voted to defer the motion. No members voted against.</p>	Defered	
2024/094	19.04.2024	Full Council	Full Council	<p>2024/094 Motion to discuss the need for a social media policy</p> <p>RESOLVED</p> <p>To direct the Clerk to produce a draft social media policy to be considered at a future meeting. Aspects of the draft policy pertaining to employees of the Council to be referred to the HR Committee in the first instance.</p>	Superceded by 2024/139	Completed
2024/105	3.05.2024	Full Council	Full Council	<p>2024/105 Matters pertaining to the Ewenny Bridge project and revised project map</p> <p>RESOLVED</p> <p>Given new information that has come to light and upon the advice of the Clerk for the Ewenny Bridge project plan to be revised accordingly:</p> <p>a) To appoint a provider (who has so far not been involved in the project) to produce a document appropriate to be used in a public consultation (a slimmed down version of the scoping design). This document would have a graphical representation of the concept of the project with enough detail to allow a meaningful public consultation to take place. Arrangements for and the terms of reference for the public consultation to be decided by and delegated to the Community Engagement Committee and directions given to the Trenos crossing and Ewenny bridge working group by that committee on the details of the consultation document for subsequent approval by the Committee. Budgetary control and other matters of delegation to be decided at a later date. This action to take place following the annual meeting in May 2024.</p> <p>b) Following a meaningful public consultation, and taking its results into account, the Council (utilising its Committees and working groups in the usual way) to consider all aspects of the project and to make fresh resolutions accordingly.</p> <p>c) To continue to produce the scoping document as planned with a view to taking the project to tender.</p>	<p>CEC to decide terms of reference for consultation.</p> <p>Working group to decide on what information is required for consultation.</p> <p>Working group instructed to produce draft materials for public consultation.</p>	Completed

AM2024/007	17.05.2024	Full Council	Annual Meeting	<p>AM2024/007 Civic Allowances for the municipal year 2024/25</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> <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> <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> <p>RESOLVED To pay a Chair's allowance of £1500 to the Chair of the Council</p> <p>RESOLVED To pay a Deputy Chair's allowance of £500 to the Deputy Chair of the Council</p> <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>	All payments made. Senior allowance and chair's allowance subject to tax. Must produce letters of agreement.	
AM2024/013	17.05.2024	Full Council	Annual Meeting	<p>AM2024/013 To review banking mandate signatories and PSDF directors</p> <p>RESOLVED To appoint the following as authority and signatories: Barclays bank main contact of authority: David Evans Banking mandate for cheques and direct debits: The Clerk, The RFO, Cllr David Evans, Cllr Chris Parker, Cllr Rhys Jenkins. Online banking (and authorisations): The Clerk, the RFO, Cllr David Evans, Cllr Chris Parker, Cllr Rhys Jenkins. Barclaycard main contact of authority: The RFO. Public Sector Deposit Fund directors: Cllr David Evans, Cllr Helen Donnan, Cllr Rhys Jenkins</p>	Mandate change application form completed & submitted to Barclays 12.07.24	Completed
AM2024/017	17.05.2024	Full Council	Annual Meeting	<p>AM2024/017 Membership of The Society of Local Council Clerks (SLCC)</p> <p>RESOLVED To renew the Clerk and RFO Deputy Clerk's membership of the Society of Local Council Clerks (SLCC) up to a value of £260 each.</p>	Arrange to pay membership fees for Clerk and RFO. (LS Paid, reclaim expenses).	
AM2024/018	17.05.2024	Full Council	Annual Meeting	<p>AM2024/018 Membership of One Voice Wales</p> <p>RESOLVED To renew the Council's membership of One Voice Wales at a cost of up to £1,600</p>	Membership renewed 21.06.24	Completed
AM2024/021	17.05.2024	Full Council	Annual Meeting	<p>AM2024/021 Annual Report</p> <p>RESOLVED To approve the content of the Annual Report 2023/24 as presented in 'AM App 21 and 23 – Annual Report and Action Plan'. For the Clerk to insert such photographs as appropriate</p>	Take pictures and publish	Completed
2024/135	21.06.2024	Full Council	ORA	<p>i. RESOLVED ORA2024/019 Review of plans for the installation of staggered barriers to replace the current gate at the western end of the Meadow Rise play area To proceed with the obtaining of quotations for the work at Meadow Rise play area as per the specification presented to the ORA Committee (Appendix 3, 2nd April 2024).</p>	Clerk to draw up a spec, obtain quotes and present to ORA.. Completed.	Completed



2024/135	21.06.2024	Full Council	ORA	<p>ii. RESOLVED ORA2024/023 Draft appeals procedure in the case of an eviction decision. To adopt the appeals procedure for allotment evictions as Council policy as presented to the ORA Committee (Appendix 6, 2nd April 2024). Detail of Appendix 6, 2nd April 2024. (Text not reproduced here).</p>	Clerk to add to the draft of the 2025 tenancy agreement.	
2024/135	21.06.2024	Full Council	ORA	<p>iii. RESOLVED ORA2024/037 Summer planting of seeding/bulbs on sections of 'New Road' (A473). Referred to ORA by the Community Engagement Committee. To proceed with planting of seeds/bulbs on sections of new road (A473) as per the drawings attached in the appendix provided (appendix 4). Allowing the grounds-person some practical leeway to make minor alterations depending on ground conditions and ensuring appropriate plants are planted. The Clerk to seek permission from the landowner. The Clerk to ensure the landowner/local authority consents not to mow the areas where planting takes place in future.</p>	Obtain consent from RCTCBC and / /or landowner. Issue instruction to senior grounds person.	
2024/135	21.06.2024	Full Council	ORA	<p>ORA2024/038 Placement of a bench at Meadow Rise. To site a bench adjacent to the area of green space on Meadow Rise on an existing concrete pad and facing the road. To authorise the officers to spend £790, comprising £405 for a 2-seater bench (3 quotations having been considered and option 1 presented in appendix 5 selected) plus a 10% contingency and £385 fitting costs. To refer the matter to the CIL Committee for use of CIL funds, but if not allocated to purchase from general reserves making a virement where necessary</p>	Purchase bench, instruct contractor. Put onto CIL Committee agenda to decide whether CIL funds allocated. Awaiting installation. Cllr Smith to advise of specifics of placement. Sept 24. Completed	Completed
2024/135	21.06.2024	Full Council	ORA	<p>vi. RESOLVED ORA2024/045 Action plan regarding the ongoing upkeep of an allotment plot on Jubilee Street site and to consider next steps - For the Clerk to continue to monitor progress on a monthly basis regarding cultivation and attendance on the plot.</p>	Monitor monthly report progress to ORA. Checked early July 24 - Good progress.	
2024/135	21.06.2024	Full Council	ORA	<p>vii. RESOLVED To issue 1 months' notice of eviction and to evict the plot-holders currently occupying Bridgend Road plot 26 named in the confidential paper presented to the ORA Committee (Appendix 10, 4th June 2024). Under the terms expressed in the warning letters and under the following terms of the tenancy agreement:</p>	Eviction notice issued. Vacant from 5th July 24	Completed
2024/135	21.06.2024	Full Council	ORA	<p>viii. RESOLVED Regarding the plot holder currently occupying Bridgend Road plot 35 named in the confidential paper presented to the ORA Committee (Appendix 10, 4th June 2024). To defer any decision regarding eviction and to re-inspect the plot prior to the next scheduled ORA Committee meeting scheduled for 30th July 2024 to monitor progress. The Clerk to write to the plot holder extending the deadline to remove the concrete base and any brickwork until that time. The Clerk to also write to the plot holder to give a 3 month improvement notice in terms of active cultivation of the plot and /or to request a cultivation plan from the plot-holder against which they can be monitored.</p>	Produce 3 month improvement notice and arrange date for re-inspection. Have informed. Monitoring. Note: planned plot inspection 31st July 2024. augusr 24 - Plot in reasonable condition.	Completed

2024/135	21.06.2024	Full Council	ORA	<p>ix. RESOLVED</p> <p>To issue 1 months' notice of eviction at the end of June 2024* and to evict the plot-holders currently occupying Jubilee Street plot 1, named in the confidential paper presented to the ORA Committee (Appendix 10, 4th June 2024) under the terms expressed in the warning letters and under the following terms of the tenancy agreement:</p> <p>With the following caveat:</p> <p>*To request evidence from the plot holder (in confidence) that they are on the waiting list for the medical procedure. If this evidence can be obtained by the end of June 2024 to suspend the eviction and revisit the issue in 2025.</p> <p>If evidence cannot be provided by the end of June 2024, then notice of eviction be issued along with the right to appeal.</p>	<p>Issued notices and letters. Plot being cleared. No contact from plotholder. Attempting to ascertain whether they are notified. Plotholder eviction effective 1st August 2024.</p>	Completed
2024/136	21.06.2024	Full Council	Full Council	<p>2024/136 Quotation received to carry out 'Improvements to equestrian access on Bridleway PSM40/4. Bethlehem Way to Brynna Woods</p> <p>RESOLVED</p> <p>To accept the quotation, the Clerk haven striven to obtain 3 quotations but only1 quotation haven been received. The Officers authorised to spend £1,400 of CIL monies subject to proper obtaining of the appropriate PROW orders and notifying local residents immediately affected by the closure.</p>	<p>Obtain PROW closure order. Leaflett properties and arrange. Work arranged for week commencing Monday 29th July 2024</p>	Completed
2024/137	21.06.2024	Full Council	CEC	<p>The following resolutions were noted:</p> <p>i. RESOLVED</p> <p>The terms of reference for the public consultation to include:..... Text not included here for reasons of brevity.</p>	<p>ensure TCWG material complies.</p>	Completed
2024/137	21.06.2024	Full Council	CEC	<p>ii. RESOLVED</p> <p>The Trenos Crossing and Ewenny Bridge Working Group to be delegated the following functions and to report back to the CEC with recommendations:</p> <p>17. The production of draft documents to be used for the consultation.</p> <p>18. The method of consulting the public.</p> <p>19. The start date and duration of the consultation</p>	<p>ensure TCWG material complies.</p>	Completed
2024/138	21.06.2024	Full Council	Full Council	<p>2024/138 Recommendations of the Fireworks Working Group</p> <p>i. RESOLVED</p> <p>The Council to use the services of Pendragon Fireworks &amp; Pyrotechnics to provide the fireworks and the display itself and to adopt the remaining aspects of running and managing the event in-house.</p> <p>The Officers of the Council be delegated authority to spend up to £12,148.40 on the event. Operational aspects of the event to be managed by the officers of the council in consultation with the Fireworks Working Group. The event to allow no outside bucket charity or other collections and no vendors to be charged for attending. A virement to be taken from general reserves to account for the exceeding of the budget.</p>	<p>Inform relevant parties. Pendragon, LCDP, Fireworks 2000 and Rocket informed and confirmation received.</p>	Completed
2024/138	21.06.2024	Full Council	Full Council	<p>ii. RESOLVED</p> <p>To host the 2024 fireworks event at the LRGT Welfare Hall and Grounds and to authorise the officers to spend up to £250 on the venue and £15/hour for cleaning up to a maximum of £60 on receipt of appropriate invoices.</p>	<p>Inform relevant parties. Welfare and LCDP informed.</p> <p>Take instruction from FWWG to place orders accordingly..</p>	Completed
2024/139	21.06.2024	Full Council	Audit	<p>i. RESOLVED</p> <p>A2024/040 To consider information relating to a previously awarded grant and next steps. That the Clerk contact Brynna Football Club (Seniors) to request repayment of £1,000 granted in October 2023. The Club having declined to provide further information requested in relation to a second bank account that was not declared at the time of the application.</p>	<p>Refund requested and received</p>	Completed
2024/139	21.06.2024	Full Council	Audit	<p>a) To accept recommendation 1 of the audit report and for the officers to make the necessary alterations to the Standing Orders and Financial Regulations.</p>	<p>Change tender limit from £45k to £35k inv VAT, redraft financial regulations (Note:</p>	Completed

2024/139	21.06.2024	Full Council	Audit	f) To note recommendation 6 of the audit report and for the officers to draw up a simple guide to illustrate which documents should be posted on which section of the website with a simple guide to doing so.		
2024/139	21.06.2024	Full Council	Audit	g) To accept recommendation 7 of the audit report and for the officers to present an appropriate suite of draft GDPR policies and documents to Council for adoption.		
2024/139	21.06.2024	Full Council	Audit	h) To accept recommendation 8 of the audit report and for the officers to present draft policies to Council for adoption, specifically: A Social Media Policy; A Biodiversity, Crime and Disorder Policy; A Business Continuity Plan; A Freedom of Information Publication Policy; A Lone and Isolated Worker Policy; A Petition Policy; A Privacy Notice.		
2024/139	21.06.2024	Full Council	Audit	i) To note recommendation 9 of the audit report. For the officers to request of the auditor whether the current practices of the Council as described in the Council's Financial Regulations are legal, and if not for the auditor to provide the legal or statutory reference to which the Council is non-compliant for further consideration.	The Clerk has written to the auditor 21.6.24	
2024/139	21.06.2024	Full Council	Audit	j) To note recommendation 10 of the audit report. For the officers to request of the auditor the legal or statutory reference to which the payments are non-compliant or the NALC legal topic note dealing with this matter. One Voice Wales having confirmed the legality of such direct payments both prior to the payments being made and again following receipt of the audit report. Furthermore the officers having only found reference to double taxation relating to the duplication of services and having found no overarching bar to making payments directly to a school for non-curriculum activities.	The Clerk has written to the auditor 21.6.24	
2024/139	21.06.2024	Full Council	Audit	k) To note recommendation 11 of the audit report but to continue in its current method of using EMR's to manage its CIL funds. To accept the recommendation regarding the requirement to secure the entirety of a project's funding prior to any expenditure against that project being made, including project phasing to obfuscate the total cost of a project and for the officers to alter the Councils grant policy and application forms accordingly.	Alter CIL and general grant application forms. General grant draft completed and sent to members. Audit Committee to consider 16.7.24	Completed
2024/139	21.06.2024	Full Council	Audit	m) To accept recommendation 13 of the audit report and for the officers to draft new contracts for all staff using the NALC nationally agreed model contract issued by One Voice Wales in April 2024. These drafts to be presented to a future meeting of the HR Committee in the first instance.	In progress. Draft presented to HR Committee Sept 24. Further work required.	
2024/139	21.06.2024	Full Council	Audit	n) To accept recommendation 14 (The number is duplicated in the report. For the avoidance of doubt this minute refers to the second items referring to Internal control objective 8) of the audit report and for the officers to make amendments to the asset register as described in the report.		
2024/139	21.06.2024	Full Council	Audit	o) To note recommendation 14 (The number is duplicated in the report. For the avoidance of doubt this minute refers to the second items referring to Internal control objective 9) of the audit report. For the officers to carry out an analysis of the practical and financial aspects of making changes to the account(s) for presentation to a future meeting of the Audit Committee.		
2024/139	21.06.2024	Full Council	Audit	iii. RESOLVED A2024/044 Annual Return of Accounts and Annual Governance Statement (AGAR) To approve the Annual Governance and Accountability Return (AGAR)	To return the signed AGAR	Completed
2024/145	21.06.2024	Full Council	Full Council	2024/145 To elect a member to the Hamlet/Ward Gateway working group to replace a member who has resigned. RESOLVED Deferred to the September meeting of the Council	Add to Oct agenda.	

2024/152	21.06.2024	Full Council	Full Council	2024/152 Request for access over the Council's land to carry out works to an adjacent property by a local resident RESOLVED To grant the local resident and their agents access over the area of Council land at the Mountain Hare play area indicated on the plan provided in Appendix 21 in order to carry out improvement works to the rear of the property on the following conditions:	Clerk to inform landowner and carry and monitor actions detailed in the resolution.  The Clerk has written to the landowner to request a meeting. 22/06/2024. work in progress. Sept 24	
2024/163	19.06.2024	Full Council	Audit	iii. RESOLVED To grant Llanharan Horticultural Society £750 to provide a contribution towards prize money for the annual show and to make the councils van available to assist in the setting up of the show. Power: LGA 1972 S.137 (Power of last resort).	Pay and inform applicant.	Completed
2024/163	19.06.2024	Full Council	Audit	iv. RESOLVED To grant Brynna Allotment Association £1,946.98 for replacement of the allotment shop roof. Power: SHAA 1908 S.26(2) Allotments.	Pay and inform applicant.	Completed
2024/163	19.06.2024	Full Council	Audit	v. RESOLVED To grant the First Llanharan Rainbow Guides £100 to purchase achievement badges and certificates and to purchase plants and bulbs to be placed around the War Memorial and Church hall. Power: LGA 1972 S.137 (Power of last resort).	Pay and inform applicant.	Completed
2024/163	19.06.2024	Full Council	Audit	vi. RESOLVED To grant the First Llanharan Brownies £500 towards general running costs. Specifically hall rent, achievement badges and materials for crafts etc... and to facilitate a trip. Power: LGA 1972 S.137 (Power of last resort).	Pay and inform applicant.	Completed
2024/163	19.06.2024	Full Council	Audit	vii. RESOLVED To grant Llanharan Recreation Ground Trust £1,000 for a line marking machine Power: LG (MP) A 1976. S.19(3) Recreational facilities.	Pay and inform applicant.	Completed
2024/163	19.06.2024	Full Council	Audit	viii. RESOLVED To make a virement of £5,680 from the council's general reserves to the general grant budget and to grant Llanharan Recreational Ground Trust £5,680 for new rugby posts and installation. The justification for exceeding the maximum of £2,000 allowable under the council's grant policy being the urgent requirement to replace the posts which are in an unsafe condition. Power: LG (MP) A 1976. S.19(3) Recreational facilities.	Pay and inform applicant.	Completed
2024/163	19.06.2024	Full Council	Audit	ix. RESOLVED To grant Bryncae Football Club (Seniors) £499 for general running costs including training equipment, playing kit and first aid kit. Power: LGA 1972 S.137 (Power of last resort).	Pay and inform applicant.	Completed
2024/163	19.06.2024	Full Council	Audit	x. RESOLVED To grant the 1st Brynna Rainbow Guides - £92 to purchase brightly coloured neckerchiefs to facilitate safety on large trips. Power: LGA 1972 S.137 (Power of last resort).	Pay and inform applicant.	Completed
2024/163	19.06.2024	Full Council	Audit	i. RESOLVED To grant the 1st Brynna Brownies - £100 to purchase brightly coloured neckerchiefs to facilitate safety on large trips. Power: LGA 1972 S.137 (Power of last resort).	Pay and inform applicant.	Completed
2024/163	19.06.2024	Full Council	Audit	ii. RESOLVED A2024/056 To change the terms of the grant awarded to (but not paid to) Llanharan Football Club in January 2024 (Minute ref 2024/015) to allow the grant of £495 to be paid without providing the receipt evidencing the spend from the grant awarded the year before.	Pay and inform applicant.	Completed

2024/163	19.06.2024	Full Council	Audit	<p>iii. RESOLVED To grant LCDP £25,000 for the following: To support the wages of the Community café cook for 30 hours per week and To fund the free 'Happy Dayz' mental health &amp; wellbeing support group to operate on the terms described in the application. The grant being made on condition that any advertising or publicity for the Happy Dayz group includes the phrase, "Funded by Llanharan Community Council".</p>	Pay and inform applicant.	Completed
2024/163	19.06.2024	Full Council	Audit	<p>iv. RESOLVED A2024/059 To defer consideration of the method of budgeting and administering the grant applications for The Wildlife Trust and LCDP to a future meeting of the Audit Committee.</p>	To be added to next Audit agenda	
2024/163	19.06.2024	Full Council	Audit	<p>v. RESOLVED A2024/059 To adopt the draft general grants policy presented with the following amendments: (Clerk's note: Revised document sent to all members for reference). 2.3 Remove wording in red. 2.13 Remove the word 'Wages' 3.6 Delete the first paragraph and adopt the text in the second paragraph. 4.4 change the wording to allow drawdown of funds within 12 months of award and 12 months to comply with any conditions. 4.8 Delete the first paragraph and adopt the text in the second paragraph allowing retrospective applications. 4.11 Reword to explicitly allude to clauses 4.4 and 4.7 5.1.1.3 Change to 5 years.</p>	Change in sharepoint, online and on website.	Completed
2024/165	19.06.2024	Full Council	Full Council	<p>2024/165 Spend to allow the Officers an appointed solicitor to consider the lease of Bryncae Community Centre RESOLVED The Clerk be authorised to spend up to £2,500 with an appropriate solicitor for the following activities relating to the CAT for Bryncae Community Centre: • Advising on the lease which is proceeding by way of Community Asset Transfer. • Full review of owner's title, • Commissioning and reviewing searches, if required • Reporting on the draft lease and negotiating any amendments required • Completing the lease and dealing with the LTT return and registration matters at the Land Registry • Any other matters requiring legal advice or action in relation to the above. The Clerk will strive to obtain estimates from 3 reputable local solicitors and choose the cheapest available estimate in order to obtain best value in compliance with the council's financial regulations.</p>		Completed
2024/166	19.06.2024	Full Council	Full Council	<p>2024/166 Grant for remedial works to Bryncae Community Centre to ensure statutory compliance of the centre with a view to signing the lease in due course. RESOLVED To authorise the officers to apply to the "UK Government SPF RCT Community Asset Transfer Fund" for a grant of up to £14,999 to carry out remedial works to Bryncae Community Centre to ensure statutory compliance of the centre with a view to signing the lease in due course. A fund being available to those groups going through the CAT process.</p>		

2024/167	19.06.2024	Full Council	Full Council	<p>2024/167 Changing the name and the terms of reference of the Bryncae Community Centre CAT Working Group.</p> <p>i. RESOLVED To change the name of the Working Group to, "The Bryncae Community Centre working Group".</p> <p>ii. RESOLVED To change the terms of reference for the working group to: "Reporting to full council. To examine and make recommendations to council regarding options for the governance of the community centre following the signing of the lease, taking into account the practical aspects of the safe and effective running of the centre, decision making mechanisms and extent and limits of any delegated authority".</p>	Alter Master list. Change sharepoint group.	Completed
2024/173	19.06.2024	Full Council	Full Council	<p>2024/173 Adoption of Version 3 of the council's Standing orders</p> <p>RESOLVED To adopt version 3 of the council's Standing Orders as presented in Appendix 12 to this meeting.</p>	Change in sharepoint, online and on website. Send to all members. Update induction pack.	Completed
2024/174	19.06.2024	Full Council	Full Council	<p>2024/174 Llanilid ward vacancy co-option process and Brynna ward election.</p> <p>i. RESOLVED The Clerk to commence the co-option process for the Llanilid ward immediately and for candidates to be considered in the September meeting of the council. The Co-option process to be as follows:</p>	Advertise via online, noticeboards, send to members and previous applicants. On agenda of Sept 24 meeting of FC	Completed
2024/175	19.06.2024	Full Council	Full Council	<p>2024/175 13th edition of the Arnold-Baker book on Local Council Administration.</p> <p>RESOLVED To authorise the officers to purchase the 13th edition of the Arnold-Baker book on Local Council Administration and spend up to £137.</p>	Purchase	Completed
2024/176	19.06.2024	Full Council	Full Council	<p>2024/176 'supporting guardians' for community defibrillators.</p> <p>RESOLVED To permit the officers to arrange for 'supporting guardians' for the council's community defibrillators under the following terms:</p> <ul style="list-style-type: none"> <li>• That interested members of the public be named as supporting guardians to carry out monthly checks.</li> <li>• The Clerk to contact interested parties and advertise to seek responsible supporting guardians for defibrillators.</li> <li>• The Clerk to keep appropriate records and liaise with supporting guardians.</li> <li>• The Clerk to add, remove or manage supporting guardians as they see fit.</li> <li>• The Clerk to ensure all supporting guardians are trained in their duties and responsibilities and the practical aspects of carrying out a defib check.</li> <li>• The Clerk to seek to arrange free 'defib training' for members of the community.</li> </ul>	Advertise. Make training video. Add checklist	
2024/177	19.06.2024	Full Council	Full Council	<p>2024/177 Letter to RCTCBC planning regarding Dragon International Studios planning applications</p> <p>RESOLVED To instruct the Clerk to write a letter to RCTCBC planning regarding Dragon International Studios planning applications 24/0511/10, 24/0513/10, 24/0524/10, 24/0525/10, 24/0526/10, 24/0527/10. The wording of the letter be altered from that presented in appendix 16 to remove factual inaccuracies and to reflect discussions held during the meeting.</p>		
2024/178	19.06.2024	Full Council	Full Council	<p>2024/178 Planning</p> <p>RESOLVED For the Clerk to write to RCTCBC's planning department to object against planning application 24/0651/10 (1.8m high timber boundary fence) on the material grounds that the work is not in keeping with the character and appearance of the area and surrounding properties.</p>	Write to RCT	Completed

2024/181	19.06.2024	Full Council	Full Council	<p>2024/181 Progress report on negotiations for a formal legal agreement to replace the previous Memorandum of Understanding with LRGT</p> <p>i. RESOLVED</p> <p>For the Clerk to seek formal negotiations with LRGT to be attended by the Clerk and the Chair.</p> <p>Terms for the negotiation set out as outlined below:</p> <p>Preferred option to be option 4 as set out in the confidential paper 'Appendix 19' presented to the meeting.</p> <p>Fallback position to be option 2 as set out in the confidential paper 'Appendix 19' presented to the meeting. If necessary authority for spend delegated to the proper officer in conjunction with the chair as per clause 4.1b of the financial regulations.</p> <p>In any case option 5 (as set out in the confidential paper 'Appendix 19' presented to the meeting) be communicated and actioned.</p>	<p>Write to LRGT seeking a meeting before 11th August 2024 in the first instance RE option 4.</p> <p>Prepare fallback option 2.</p> <p>Inform of option 5</p> <p>update 4th Sept 2024. Unable to arrange meeting with LRGT and so option 2 activated, risk assessment carried out and awaiting monitoring quotes.</p> <p>Quotes recieved. Unable to gain regular access to varyify details of the report. Sept 24</p>	
2024/182	19.06.2024	Full Council	Full Council	<p>2024/182 Improvements to the surface of the path way along the path adjacent with the newly constructed steps on enterprise way</p> <p>RESOLVED</p> <p>To improve the surface of the path way adjacent with the newly constructed steps on enterprise way by replacing the 'gravel' surface with asphalt and approving a spend of up to £2,850. This matter delegated to the Clerk of the Council in consultation with the Chair given the urgent nature of the work. The Clerk to obtain quotations to obtain best value and to report to Council should the Clerk and Chair select a quote that is not the cheapest giving an explanation as to why the cheapest quote was not selected. Thus suspending financial regulation 4.1 and having the effect of increasing the spend limit for clause 4.1b to £2,850.</p>	<p>Obtain 3rd quote and proceed.</p>	Completed
2024/194	1.08.2024	Full Council	Full Council	<p>2024/194 Conferring the 'Freedom of the Community' on Mr Gareth Evans.</p> <p>RESOLVED</p> <p>To confer the 'Freedom of the Community' on Mr Gareth Evans. A budget of up to £500 to be allocated to facilitate the honour delegated to the Clerk of the council. Arrangements for the conferring of the honour to be delegated to the Clerk of the Council in consultation with the Chair.</p>	<p>Clerk to make enquiries and liaise with chair to make formal presentation. As of 4th Sept 24 a document has been designed and protocol established via RCT. Certificate to be collected, details of ceremony to be decided.</p>	
2024/195	1.08.2024	Full Council	Full Council	<p>2024/195 Allocating a budget of £1,000 to the Community Engagement Committee in order to facilitate its activities RESOLVED To allocate a budget of £1,000 to the Community Engagement Committee in order to facilitate its activities. The Committee having the ability to spend the money on any item included in its terms of reference or matters delegated to it. A virement to be taken from general reserves.</p>		Completed
2024/203	20.09.2024	Full Council	Full Council	<p>2024/203 Applications for co-option to the Council, Llanilid seat.</p> <p>RESOLVED</p> <p>Claire Morgan to be co-opted onto the council to fill the casual vacancy, subject to the correct signing of their declaration of acceptance of office.</p>	<p>Obtain declaration of acceptance of office. - Completed</p> <p>Provide induction pack. - Completed</p> <p>Provide email address.- Completed</p> <p>Add profile to the Website. - Completed.</p> <p>Inform electoral services - Completed.</p>	completed
2024/211	20.09.2024	Full Council	Full Council	<p>2024/211 Spend for the Council's annual general insurance policy.</p> <p>RESOLVED</p> <p>To approve the spend of £4901.98 for the council's annual general insurance premium.</p>	<p>Make payment</p>	Completed

2024/212	20.09.2024	Full Council	Full Council	2024/212 Electrical distribution board at the Llanharan cemetery workshop.  RESOLVED To authorise the officers to spend up to £1,000 to replace the electrical distribution board at Llanharan Cemetery, to obtain an Electrical Safety Certificate and to carry out any other necessary works.	Obtain quotes and appoint contractor - Completed. Arrange work.Planned early Oct 24.Completed	Completed
2024/213a)	20.09.2024	Full Council	ORA	2024/213 Resolutions and Recommendations of the ORA Committee meeting held 30th July 2024  a)RESOLVED ORA2024/054 Development of small 'Starter plots' on the councils allotment sites. To hold back 1 plot on each of the Council's allotment sites to be divided up and developed into smaller 'starter plots', with a view to letting in January 2025.		
2024/213b)	20.09.2024	Full Council	ORA	2024/213 Resolutions and Recommendations of the ORA Committee meeting held 30th July 2024  b)RESOLVED ORA2024/056 Quotations for work on barriers and gates at Meadow Rise open space. To select Vendor 1, MT Tarmac to carry out the work at a cost of £700 pending the receipt of proof of public liability insurance. The council's financial regulations (11.3e)iii) being duly satisfied.	Inform contractor - Completed Awaiting installation. Sept 24. Chased Nov 24	
2024/213c)	20.09.2024	Full Council	ORA	2024/213 Resolutions and Recommendations of the ORA Committee meeting held 30th July 2024  c)RESOLVED ORA2024/057 Risk assessments on Mountain Hare play area and Oakbrook skate Park and next steps. For the condition of and future options for the repair or development of the Oakbrook Skatepark to be referred to the 'Oakbrook Refurb working Group' as a matter of urgency. The group's existing terms of reference are: Reporting to the CIL Committee. To investigate the feasibility and arrangements of refurbishing the Oakbrook skatepark. And to request that the group make recommendations to the CIL Committee, the outcome to be considered by Council at a future meeting.	Inform Chair of working group. - Completed. Awaiting outcomes. Note working group reports to CIL.	
2024/214	20.09.2024	Full Council	ORA	2024/214 Motion to amend Councils policy to assist with DMMO applications.  RESOLVED To defer this matter to a future meeting of the Council to allow the Clerk to seek advice from One Voice Wales.	Legal advice obtained - Enter on to next agenda	Completed
2024/216a)	20.09.2024	Full Council	CEC	a) RESOLVED to increase the current festive display schedule by the addition of lighting strings to 23 additional lamp post columns along new road and 3 new large Christmas trees and lighting at St Ilids Meadow, New Road and the Lanelay estate (Option 2 as set out in Appendix 12 presented to the meeting) and for the Christmas tree power supply to be trenched and buried (option d as set out in Appendix 12 presented to the meeting). Extra lighting required to be arranged on a 1 year hire basis.		Completed
2024/216b)	20.09.2024	Full Council	CEC	b) RESOLVED To approve a budget of £15,000 for the additions to the schedule. The elements of the project applicable for CIL funding to be referred to the CIL Committee for consideration of CIL funds. A virement taken from general reserves to cover the cost of any costs not allocated CIL funds.	Add to agenda for next CIL meeting	Completed



2024/216c)	20.09.2024	Full Council	CEC	c) RESOLVED To delegate authority to the Community Engagement Committee to spend the budget of £15,000 and to take any such decisions as necessary to deliver the project. The Committee to scrutinise the quotation process and ensure compliance with the councils standing orders and financial regulations.		Completed
2024/216d)	20.09.2024	Full Council	CEC	d) RESOLVED The Clerk to obtain further quotations for all aspects of the work to obtain best value for money, quotations to be presented to the Community Engagement Committee to select vendors.	Obtain further quotes (Quotation requests sent) . Arrange CEC.Present Matter referred back to FC as suspension of FR required.	
2024/218a)	20.09.2024	Full Council	CIL	2024/218 Revised costs for surety cover, memorial garden project. a) RESOLVED To authorise the Clerk to arrange the appropriate cover and to pay the extra £1,781.24 from CIL funds for the project.		Completed
2024/218b)	20.09.2024	Full Council	CIL	2024/218 Revised costs for surety cover, memorial garden project. b) RESOLVED As required by standing order 23, to authorise via resolution of the Council, the Chair of the Council, Councillor David Evans and Councillor Robert Smith to be authorised to sign (execution of deed) on behalf of the Council as a party to the Section 185 agreement arrange to provide surety cover as part of the Section 185 agreement with Welsh Water as per the execution block presented in appendix 14a	Signerd. Hard copy to be sent.	
2024//220a)	20.09.2024	Full Council	Full Council	2024//220 Celebration event to commemorate the 80th anniversary of VE Day a)RESOLVED To hold a celebration event to commemorate the 80th anniversary of VE day. The date of the anniversary being Thursday 8th May 2025, an event to be held on the weekend following the anniversary at a suitable location with suitable decorations fitted throughout Llanharan and Brynna. The budget line 'Multi cultural carnival' totalling £6,250 to be allocated to the event and the Clerk authorised to make such payments as necessary as directed by a working group set up to make suitable arrangements for the event.		
2024/220b)	20.09.2024	Full Council	Full Council	2024//220 Celebration event to commemorate the 80th anniversary of VE Day b)RESOLVED To form a working group to be known as the VE day 80th Anniversary Event Working Group comprising Cllrs Janine Turner (Chair), Neil Feist, Chris Parker, Rhys Jenkins, Robert Smith. Terms of reference: To make appropriate arrangements for the event. All orders placed and instructions for work to be made via the Clerk.	Working group formed. Set up sharepoint group	Completed
2024/221	20.09.2024	Full Council	Full Council	2024/221 Council training plan a)RESOLVED To adopt the training plan presented in Appendix 16 to the meeting. b)RESOLVED To make a virement of £330 from general reserves to the budget line for 'Members Training' in anticipation of 100% take-up of the council's training plan for 2024/25.	Noted.	Completed
2024/224	20.09.2024	Full Council	Full Council	2024/224 Planning RESOLVED For the Clerk to write to RCTCBC's planning department to request an extension for receipt of its comments until 21st October 2024 with regards application 19/1299/RES	Write to planning.	Completed

2024/238	20.10.2024	Full Council	ORA	2024/238 Resolutions and Recommendations of the ORA Committee meeting held 1st October 2024 a) RESOLVED ORA2024/069 Consider disallowing dogs 'off the lead' on the Meadow Rise play area For the Council to consult with the public on a proposal to seek to forbid dogs from being off the lead within the Meadow Rise open space area. The method of consultation to be referred to the Community Engagement Committee and authority to proceed with the consultation to be delegated to that committee.	Added to agenda for next CEC	Completed
2024/238	20.10.2024	Full Council	ORA	2024/238 Resolutions and Recommendations of the ORA Committee meeting held 1st October 2024 b) RESOLVED ORA2024/070 Consideration of allowing Bees to be kept on the Council's Allotment sites. For members to seek information on whether any other Town and Community Councils have allowed Bees on their allotments and to seek views on the pro's and Cons' for future discussion.	No action required from the Clerk.	NA
2024/239	20.09.2025	Full Council	Full Council	2024/239 Motion to amend Councils policy to assist with DMMO applications. RESOLVED To amend the Council's current policy to assist members of the public who wish to register footpaths as a Public Rights of Way (DMMO applications) to include Bridleways. For the policy to be clarified that all certificates, applications and forms are to be signed by the member of the public who will be the applicant.	amend policy documents where they exist.	Completed
2024/240	20.10.2024	Full Council	CIL	2024/240 Resolutions and recommendations of the CIL meeting held 8th October 2024 a) RESOLVED CIL2024/033 Removing project LCC23/Lan1 'Community Garden at Lanley Estate' from the CIL lists To remove project LCC23/Lan1 'Community Garden at Lanley Estate' from the CIL lists, the residents involved with the project no longer wishing to proceed.	Update CIL lists	Completed
2024/240	20.10.2024	Full Council	CIL	2024/240 Resolutions and recommendations of the CIL meeting held 8th October 2024 b) RESOLVED CIL2024/034 Allocation of £2,850 of CIL funds and creation of the project " Improvements to the surface of the path way along the path adjacent with the newly constructed steps on Enterprise way". To allocate £2,850 of CIL funds and create the project " Improvements to the surface of the path way along the path adjacent with the newly constructed steps on Enterprise way". And adding to the CIL 123 and Active Project lists. The project having already been completed.	Update CIL lists	Completed

2024/240	20.10.2026	Full Council	CIL	2024/240 Resolutions and recommendations of the CIL meeting held 8th October 2024 c) RESOLVED CIL2024/035 Allocation of £8,490 of CIL funds and creation of the project "Civils work for festive display expansion 2024". And adding to the CIL 123 and Active Project lists. To allocate £8,490 of CIL funds and to create the project "Civils work for festive display expansion 2024". And adding to the CIL 123 and Active Project lists, authorising officers to spend such CIL funds up to this budget as directed by the CEC Committee under previously delegated authority.	Update CIL lists	Completed
2024/240	20.10.2024	Full Council	CIL	2024/240 Resolutions and recommendations of the CIL meeting held 8th October 2024 d) RESOLVED CIL2024/036 Allocation of £10,000 of CIL funds for allotment expansion projects to deliver 15 new allotment plots. And to add to the CIL123 and Active Project lists . To allocate £10,000 of CIL funds for allotment expansion projects to deliver 15 new allotment plots at Pendre and Jubilee Street allotment sites. And to add to the CIL123 and Active Project lists. Specific details of the projects for Pendre Allotment site and Jubilee street allotment sites to be examined by the ORA Committee and recommendations regarding the scheme, including recommendations regarding the spending of any budget allocated to the project to be made by that Committee to full Council	Update CIL lists and refer to ORA	Completed
2024/240	20.10.2024	Full Council	CIL	2024/240 Resolutions and recommendations of the CIL meeting held 8th October 2024 e) RESOLVED CIL2024/039 update on the progress of LCC23/Lan2 'Picnic benches at Lanley Estate' and to consider next steps and/or to consider quotes for the benches. To purchase 2 x wheelchair accessible picnic tables from NBB Ltd at a cost of £560 each, with a 10% contingency, authorising the officers to spend a total of £1,232 from CIL funds	Place order once permission from developer received. Update CIL lists.	
2024/240	20.10.2024	Full Council	CIL	2024/240 Resolutions and recommendations of the CIL meeting held 8th October 2024 f) RESOLVED CIL2024/039 update on the progress of LCC23/Lan2 'Picnic benches at Lanley Estate' and to consider next steps and/or to consider quotes for the benches. To purchase a standard bench from KBS Depot at a cost of £440 with a 10% contingency, authorising the officers ro spend a total of £484 from CIL funds.	Place order once permission received. Update CIL lists. Awaiting permission.	
2024/241	20.10.2024	Full Council	CEC	2024/241 Resolutions and Recommendations of the CEC Committee meeting held 10th October 2024 NOTED The Committee RESOLVED To proceed with the public consultation for the Ewenny Bridge project using the documentation and methods provided in 'Appendix 4' presented to the meeting. For the consultation to begin as soon as practicable and to run for a period of 28 days.	Posted. Issue results following deadline. Completed. Results to be presented to CEC.	

2024/241	20.10.2024	Full Council	CEC	2024/241 Resolutions and Recommendations of the CEC Committee meeting held 10th October 2024 a) RESOLVED CEC2024/042 Quotations provided for scheme to increase the council's festive display under previously delegated authority. To suspend Standing Orders and specifically Financial Regulation 11.3e)ii), the clerk having been unable to obtain more than 1 quotation for the installation work for the festive display expansion scheme. The committee having being presented with evidence and having been satisfied that the Clerk has made best endeavours to obtain further quotations.		Completed
2024/241	20.10.2024	Full Council	CEC	2024/241 Resolutions and Recommendations of the CEC Committee meeting held 10th October 2024 . b) RESOLVED CEC2024/042 Quotations provided for scheme to increase the council's festive display under previously delegated authority. To select the vendor 'Centregreat Ltd' to provide the installation works for the expansion of the festive display at a cost of £8,490 and to authorise officers to place the order.	Order placed.	Completed
2024/241	20.10.2024	Full Council	CEC	2024/241 Resolutions and Recommendations of the CEC Committee meeting held 10th October 2024 CEC2024/042 Quotations provided for scheme to increase the council's festive display under previously delegated authority. To suspend Standing Orders and specifically Financial Regulation 11.3e)ii), the clerk having been unable to obtain more than 1 quotation for the 1 year hire of extra lights for the festive display expansion scheme. The committee having being presented with evidence and having been satisfied that the Clerk has made best endeavours to obtain further quotations.		Completed
2024/241	20.10.2024	Full Council	CEC	2024/241 Resolutions and Recommendations of the CEC Committee meeting held 10th October 2024 d) RESOLVED CEC2024/042 Quotations provided for scheme to increase the council's festive display under previously delegated authority. To select the vendor 'The Festive Lighting Company' to provide the 1 year hire of extra lights required for the expansion of the festive display at a cost of £4,279 and to authorise officers to place the order.	Order placed.	Completed
2024/241	20.10.2024	Full Council	CEC	2024/241 Resolutions and Recommendations of the CEC Committee meeting held 10th October 2024 e) RESOLVED CEC 2024/044 Fireworks Working Group. To suspend Standing Orders and specifically Financial Regulation 11.3e)ii), the working group having been unable to obtain more than 2 quotations for the provision of Marshalls for the 2024 Fireworks event. Full council having been presented with evidence to satisfy itself that the working group has made best endeavours to obtain further quotations. The order having been placed following a previous resolution of Council.		Completed
2024/241	20.10.2024	Full Council	CEC	2024/241 Resolutions and Recommendations of the CEC Committee meeting held 10th October 2024 f) RESOLVED CEC2024/048 Senior Citizen's Christmas Lunches. To increase the budget for the 2024 Senior Citizens Christmas Lunches from £6,500 to £7,000 and to make a virement for the extra costs up to a total of that value from general reserves. To authorise the officers to make payments up to that value in consultation with the working group		Completed

2024/241	20.10.2024	Full Council	CEC	2024/241 Resolutions and Recommendations of the CEC Committee meeting held 10th October 2024 g) RESOLVED CEC2024/048 Senior Citizen's Christmas Lunches. To suspend Standing Orders and specifically Financial Regulation 11.3e)ii), the working group having been unable to obtain more than 1 quotation for the catering for the 2024 Senior Citizen Christmas lunches event. Full council having been presented with evidence to satisfy itself that the working group has made best endeavours to obtain further quotations		Completed
2024/241	20.10.2024	Full Council	CEC	2024/241 Resolutions and Recommendations of the CEC Committee meeting held 10th October 2024 h) RESOLVED CEC2024/048 Senior Citizen's Christmas Lunches. To appoint Crestas Caterers to provide the Lunches for the 2024 Senior Citizen's Christmas Lunches at a cost of £30.95 per head. And to authorise the officers to place the order.	Order placed.	Completed
2024/241	20.10.2024	Full Council	CEC	2024/241 Resolutions and Recommendations of the CEC Committee meeting held 10th October 2024 i) RESOLVED CEC2024/048 Senior Citizen's Christmas Lunches. To approve the following costs for the 2024 Senior Citizen's Christmas Lunches: 200 towards raffle prizes with the working group being responsible for purchasing (Via the officers of the Council). £100 donation to schools for entertainment £200 payment for school bus transport for Brynnau Primary School £100 towards the cost of printing posters/banners.	In progress. Awaiting final costs.	
2024/241	20.10.2024	Full Council	CEC	2024/241 Resolutions and Recommendations of the CEC Committee meeting held 10th October 2024 j) RESOLVED CEC2024/048 Senior Citizen's Christmas Lunches. To Set the lower age limit for the 2024 Senior Citizen's Christmas Lunches to 60 years old. With exceptions made for Carers.	Paperwork and media to reflect age limit.	Completed
2024/241	20.10.2024	Full Council	CEC	2024/241 Resolutions and Recommendations of the CEC Committee meeting held 10th October 2024k) RESOLVED CEC2024/048 Senior Citizen's Christmas Lunches. To rename the event "The Llanharan Community Council over 60's Christmas Lunches"	All paperwork and media to reflect name change	Completed
2024/242	20.10.2024	Full Council	Full Council	2024/242 Erection of the 2024 Festive display (Christmas lights and trees) To consider suspending Standing Orders and specifically Financial Regulation 11.3e)ii), the clerk having been unable to obtain more than 2 quotations for the supply of Christmas trees for the Festive display 2024		Completed
2024/242	20.10.2024	Full Council	Full Council	2024/242 Erection of the 2024 Festive display (Christmas lights and trees) b) RESOLVED To consider selecting the vendor 'Sara's the Greengrocer' to supply Christmas trees for the Festive display 2024 at a cost of £2,177 with a 10% contingency giving a grant total of £2,394 and to authorise officers to place the order.	Order placed.	Completed

2024/243	20.10.2024	Full Council	Full Council	2024/243 Recommendations of The Bryncae Community Centre Working Group specifically the signing of the Lease of Bryncae Community Centre (Community Asset Transfer) a) RESOLVED To approve the signing of the lease for the Bryncae Community Centre. (Subject to the Clerk agreeing the final schedule of condition with RCTCBC) and to Authorise Cllr David Evans (Chair) and Cllr Chris Parker to sign the lease on behalf of the Council.	RCT informed. Awaiting communication on next steps. Lease signed, awaiting Cllr signing of the exemption to security of tenure document. Documents to be delivered to RCT on signing.	
2024/243	20.10.2024	Full Council	Full Council	2024/243 Recommendations of The Bryncae Community Centre Working Group specifically the signing of the Lease of Bryncae Community Centre (Community Asset Transfer) Following the signing of the lease and the formal transfer of the Community Centre to Llanharan Community Council for the Clerk to take immediate responsibility for all matters of statutory compliance and compliance with the lease. The Clerk to obtain such quotations as necessary for presentation to Council for the supply of goods and services required to maintain statutory compliance and to act within the council's Financial Regulations	Awaiting communication from RCT on next steps to sign lease. Arrange statutory compliance contracts.	
2024/243	20.10.2024	Full Council	Full Council	2024/243 Recommendations of The Bryncae Community Centre Working Group specifically the signing of the Lease of Bryncae Community Centre (Community Asset Transfer)c) RESOLVED Until the Bryncae Community Centre Working Group reports on options for the practical operation and governance of the Community Centre to temporarily continue with the current arrangements utilising the current voluntary management committee but with the following controls in place: NOTE NOT ALL LISTED HERE FOR REASONS OF BREVITY	Communicated to VMC	Completed
2024/245	20.10.2024	Full Council	Full Council	2024/245 Grant application to RCT's CAT fund for work required to Bryncae Community Centre RESOLVED To authorise the application for a grant of £12,954 from RCT's Shared Prosperity Fund (Community Grant Fund) for Capital works in relation to the CAT of The Bryncae Community Centre. And to authorise the Clerk and Chair to sign the application.	submitted. Awaiting quotations. Grant awarded in principle subject to conditions. Work underway.	
2024/249	20.10.2024	Full Council	Full Council	2024/249 Nominations and to elect a member to the CIL Committee to fill a vacancy RESOLVED Cllr Claire Morgan was elected onto the CIL Committee	Update sharepoint groups and master Committee/WG tracker	Completed
2024/250	20.10.2024	Full Council	Full Council	2024/250 Nominations and to elect a member to the Hamlet/Ward Gateway Working Group to fill a vacancy RESOLVED Cllr Claire Morgan was elected onto the Hamlet/Ward Gateway Working Group.	Update sharepoint groups and master Committee/WG tracker	Completed
2024/252	20.10.2024	Full Council	Full Council	2024/252 RCTCBC statutory consultation regarding a proposal to establish a new Welsh medium primary school for 3 to 11 year olds as part of the Llanilid housing development and the proposed change of language for Dolau Primary School from dual language to English medium. RESOLVED For the Clerk to write to RCTCBC to formally respond to the proposal with the wording, "To make the observation that there is a view in the community that Dolau Primary School has a proud history of representing the Welsh language tradition and the 'Welshness' in the local community and would like this tradition to continue. Llanharan Community Council would like this aspect to be considered as part of the consultation"		Completed

2024/253	20.10.2024	Full Council	Full Council	<p>2024/253 Planning application 19/1299/RES - Land At Former Open Cast Coal Site And Land To The North Of The A473 Llanilid. The Council having requested and obtained an extension to the deadline to submit formal comments.</p> <p>RESOLVED</p> <p>For the Clerk to write to RCTCBC to formally comment on 19/1299 RES, "Llanharan Community Council welcomes the provision of affordable housing in the application".</p>		Completed
2024/269	22.11.2024	Full Council	Full Council	<p>2024/269 Donation of £70 to the Royal British Legion in lieu of the purchasing of wreaths for Remembrance Day</p> <p>RESOLVED</p> <p>To make a donation of £70 to the Royal British Legion in lieu of the purchasing of wreaths for Remembrance Day, the Council now using recyclable wreaths.</p>	Make donation £70	Completed
2024/270	22.11.2024	Full Council	Full Council	<p>2024/270 Purchasing a petrol jetwash</p> <p>RESOLVED</p> <p>To purchase a petrol jetwash to allow Council staff to efficiently clean Community assets such as bush-shelters, benches etc... and to authorise to the officers to spend up to £649.95 from Screwfix.</p>	Purchase, Note: Not available 2.12.24. Saved in screwfix account watchlist. Check back periodically. Checked Jan - out of stock. Requesting alternative as appears not to be available. This action superceded.	Completed
2024/274	22.11.2024	Full Council	Full Council	<p>2024/274 Update and consider proposals from the Annual Survey working Group.RESOLVED</p> <p>For the annual survey as presented in Appendix 10 to the meeting to be published. That the survey be printed and launched in time for the over 60's Christmas Lunches commencing on 18th December.</p> <p>The survey to be available online on the council's website from links on social media and in the council's notice boards.</p> <p>Paper copies to be kept at the council office and at local businesses if this can be arranged. A stock of pens bearing the council contact details are to be purchased and made available with the survey with a budget of £200 delegated to the Clerk.</p>	<p>purchased. Purchase pens - Done.</p> <p>Print and distribute surveys - Done</p> <p>Add survey to website and social media. - Done</p>	

2024/277	22.11.2024	Full Council	Full Council	<p>2024/277 Written motion received in accordance with Standing Order 23. To form a Committee to be known as "The Trenos and Ewenni Crossings Project Committee An amendment to the original motion was tabled.</p> <p>RESOLVED That the Council</p> <ul style="list-style-type: none"> <li>• forms a committee to be known as the Trenos and Ewenni Crossings Project Committee</li> <li>• that the Terms of Reference are to be <ul style="list-style-type: none"> <li>o Under the authority delegated to it by the Council, to oversee, scrutinise and make decisions on all NON FINANCIAL aspects of the project known as the "Bridge over the River Ewenny project" (Project number LCC23/01), the scope of which is set by resolution of the Council.</li> <li>o The Committee explicitly having no delegated authority to spend.</li> <li>o To report to Council at each of its ordinary meetings on any resolutions made and all activity undertaken since the previous ordinary meeting.</li> <li>o To make recommendations to council to spend.</li> <li>o To follow any other action as directed by the Council.</li> </ul> </li> <li>• That members of the committee shall be Cllrs Chris Parker as Chair, Janine Turner as Vice Chair, David Evans, Neil Feist, Mark Steer, Rob Smith, Clair Morgan.</li> <li>• Changes the terms of reference of the Trenos Crossing and Ewenny Bridge Working Group so that it reports to this newly formed committee.</li> <li>• That membership from the Council of the working group comprises of Cllrs Chris Parker as Chair, Neil Feist as Vice Chair, Mark Steer and Rob Smith.</li> </ul>	This resolution was rescinded in the December 24 meeting of Council.	Completed
2024/278	22.11.2024	Full Council	Full Council	<p>2024/278 Consent to the acceptance of a £1,000 community grant from Persimmon Homes towards the new Christmas lights and Christmas Trees being installed</p> <p>RESOLVED To consent to the acceptance of a £1,000 community grant from Persimmon Homes towards the new Christmas lights and Christmas Trees being installed and to provide appropriate publicity.</p>	Publicity event arranged 9am on Monday 9th December. Cheque received.	Completed
2024/279	22.11.2024	Full Council	Full Council	<p>2024/279 To consider the holding of a carol service event to be held at the new Christmas tree on New Road</p> <p>RESOLVED For the Council to hold a carol service on 15th December 2025 at 5pm at the new 16ft Christmas tree at Heol Y Parc. (New Road). The event requiring no budget but to be advertised on the Council's channels.</p>	Approved. Members to advise of details. No service held.	N/A
2024/282	22.11.2024	Full Council	Full Council	<p>2024/282 Nominations and to elect a member onto the 'Community Awards Ceremony' Working group</p> <p>RESOLVED Cllr Claire Morgan was elected onto the Community Awards Ceremony' Working group'.</p>	Add to master list. - Done	Completed
2024/283	22.11.2024	Full Council	Full Council	<p>2024/283 To consider whether to formally comment on the Community Review of the RCT area affecting Community Councils</p> <p>RESOLVED To instruct the Clerk to respond to the public consultation on behalf of Llanharan Community Council to express its support for the reconfiguration of the boundaries for the wards in its area but to recommend that the number of councillors per ward is set to 5 giving a total of 15 councillors.</p>	Completed. Emailed 27.11.2024	Completed



2024/285	22.11.2024	Full Council	ORA	2024/285 Planning RESOLVED To instruct the Clerk to object to the extinguishment application for PSM58 stating that Llanharan Community Council would like to object to the extinguishment proposal (PSM 58) and request that RCT rights of way investigate suitable diversion routes.	Completed. Emailed 27.11.2024	Completed
2024/287	22.11.2024	Full Council	HR	2024/287 Resolutions and recommendations of the HR Committee held on 18th November 2024 a) RESOLVED HR2024/026 Headcount review. To employ a part time 'Assistant Clerk' in time for the financial year 2025/26. To advertise the role with a list of core potential duties and to word the advert as part time and 'between 16 and 24 hours' (to be negotiated) per week initially, with flexible working considered'. For the Council to recruit on the basis provided in the draft job in appendix 2a presented to the meeting. To advertise the role at SCP16 with the potential to achieve SCP 24 upon attainment of all aspects of the training and achievement plan, with the potential to attract a wide range of abilities and provide a larger pool of candidates from which to select. The HR Committee given delegated authority to select whether to employ a candidate on SCP16 initially or to move to SCP24 immediately (or some point in between) and what hours to employ on. All other aspects of the recruitment and appointment process to be delegated to the HR Committee up to and including the	Decide upon final wording. Advertising method and process, with timeline. Plan process.	
2024/287	22.11.2024	Full Council	HR	2024/287 Resolutions and recommendations of the HR Committee held on 18th November 2024. HR2024/026 Headcount review. To employ a part time 'groundsperson' in time for the financial year 2025/26. For the role to comprise 16 hours a week at SCP 5. All other aspects of the recruitment and appointment process to be delegated to the HR Committee up to and including the appointment itself. The appointment not to be made before 1st April 2025	Decide upon advert. Advertising method and process, with timeline. Plan process.	
2024/287	22.11.2024	Full Council	HR	2024/287 Resolutions and recommendations of the HR Committee held on 18th November 2024 c) RESOLVED HR2024/027 Pay scales. To change the Clerk salary scale arrangements to fall in line with NALC best practice. For the Clerk's rate to ascend the incremental scale annually (within the applicable LC range) provided the annual performance appraisal explicitly states standard/satisfactory performance or above to activate an increase by 1 point on the scale. The scheme to begin ready for financial year 2025/26 with any scale increases subject to annual appraisal in December 2025 and taking effect from 1st April 2026.	Diarise process milestones. (Add to master planner).	
2024/287	22.11.2024	Full Council	HR	2024/287 Resolutions and recommendations of the HR Committee held on 18th November 2024 d) RESOLVED HR2024/027 Pay scales. For the principle of pay scales to be widened to all roles within the Council. The HR Committee to explore the mechanisms and methods of producing such pay scales for all staff with checks and balances to ensure the process is fair and transparent. A further proposal to be put before Council at a later date. The scheme to begin ready for financial year 2025/26 with any scale increases subject to annual appraisal in December 2025 and taking effect from 1st April 2026	Devise alternative payscale scheme. Diarise process milestones. (Add to master planner).	

2024/287	22.11.2024	Full Council	HR	2024/287 Resolutions and recommendations of the HR Committee held on 18th November 2024 e) RESOLVED To adopt the NALC model contract for the Clerk as set out in appendix 4b presented to this committee. With the text in Red written to reflect the resolutions made in line with HR2024/027 a), above.	Adopted. Print final version - Sign and file as pdf.	
2024/287	22.11.2024	Full Council	HR	2024/287 Resolutions and recommendations of the HR Committee held on 18th November 2024 f) RESOLVED To transfer all staff contracts to the NALC model contract. The Clerk to present individual draft contracts to the HR Committee for prior approval at a future date, with the resolutions of Council made in line with HR2024/027 b), above, taken into account. Where approved the contracts shall be issued or subject to whatever statutory consultation process as is necessary.	Transfer all contract details to new forms and present to HR	
2024/288	22.11.2024	Full Council	Full Council	2024/288 Progress report on negotiations for a formal legal agreement to replace the previous Memorandum of Understanding with LRGT and consideration of next steps and other matters pertaining to the Shower block.a) RESOLVED To agree in principle to the legal transfer of the Shower block building (adjacent to Llanharan Miners Welfare Hall) and its fixtures and fittings (in line with the terms set out in Appendix 19 presented to the meeting) to Llanharan Recreation Ground Trust (LRGT) subject to an approved scheme of improvement works to a maximum value of £50,000 and subject to any further conditions as may be negotiated.	Noted.	Completed
2024/288	22.11.2024	Full Council	Full Council	2024/288 Progress report on negotiations for a formal legal agreement to replace the previous Memorandum of Understanding with LRGT and consideration of next steps and other matters pertaining to the Shower block.b) RESOLVED To instruct the Clerk to commission a building condition report of the shower block to be undertaken by a suitably qualified surveyor. The Clerk being conferred delegated authority to select the cheaper of 3 quotes obtained in line with the Council's financial regulations up to a maximum value to £2,000	Obtain quotes and commission report (Cheapest quote).	
2024/300	20.12.2024	Full Council	CIL	a) RESOLVED CIL2024/047 To allocate £1,781.24 of CIL funds to project LCC19/07 Memorial Garden for extra surety cover, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists		
2024/300	20.12.2024	Full Council	CIL	b) RESOLVED CIL2024/048 To allocate £588 of CIL funds for costs to ensure legionella compliance at the Welfare ground shower block, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists		
2024/300	20.12.2024	Full Council	CIL	c) RESOLVED CIL2024/049 To allocate up to £2,000 of CIL funds for a building condition survey of the Welfare ground shower block, subject to approval from RCTCBC, to approve the spend as per resolution 2024/288b) and to add to the CIL123 list and Active Project lists.		

2024/300	20.12.2024	Full Council	CIL	d) RESOLVED CIL2024/050 To allocate £380 of CIL funds for costs to carry out a electrical safety inspection and to replace 2 x emergency light fittings at the Welfare ground shower block subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists		
2024/300	20.12.2024	Full Council	CIL	e) RESOLVED CIL2024/051 To allocate up to £500 of CIL funds for costs to carry out a commercial gas safe safety inspection at the Welfare ground shower block subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists		
2024/300	20.12.2024	Full Council	CIL	f) RESOLVED CIL2024/052 To allocate £600 of CIL funds for costs to replace the distribution board at the cemetery shed and carry out a electrical safety inspection subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists		
2024/300	20.12.2024	Full Council	CIL	g) RESOLVED CIL2024/053 To allocate £480 of CIL funds for costs to replace the electrical board and Christmas tree wall fittings at the War Memorial, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists		
2024/301	20.12.2024	Full Council	ORA	a) RESOLVED ORA2024/084 Expansion of the Pendre Allotment site. For the Clerk to advertise for expressions of interest for plots at the site to gauge demand with a view to having extra plots available in January 2026.		
2024/301	20.12.2024	Full Council	ORA	b) RESOLVED ORA2024/085 Consideration of allowing Bees to be kept on the Council's Allotment sites. To not allow bees on council allotment sites or council open spaces. The effect on biodiversity, the location of our sites being in residential areas, the administrative burden and other factors.		
2024/301	20.12.2024	Full Council	ORA	c) RESOLVED ORA2024/086 Bus shelter at the high corner. That the provision for a bus shelter to be placed at the High Corner bus stop be investigated and that the Clerk to present a future paper on the details to the ORA Committee. The potential to fund the bus shelter from CIL funds to be referred to the CIL Committee for consideration.		
2024/301	20.12.2024	Full Council	ORA	d) RESOLVED To accept the offer to surrender the plot voluntarily from the plot holder of Bridgend Road plots 28&29 rather than proceeding with an eviction process.		
2024/301	20.12.2024	Full Council	ORA	e) RESOLVED To accept the reasons for non-cultivation and the assurances given in the plot holder's submission to the Committee and to not evict the plot holder of Bridgend Road plot 50 at this time, but reserving the right to do so at a later date. For the Clerk to write to the plot holder to explain the Councils decision and that close monitoring of the plot will be undertaken from February 2025 onwards.		

2024/303	20.12.2024	Full Council	Full Council	a) RESOLVED For the Council to form a committee known as the "Bryncae Community Centre Committee" the membership of which to be: Cllrs Chris Parker, Andrea James, Janine Turner, Rhys Jenkins, Neil Feist and Robert Smith. Plus the 3 members of the public who currently sit on the Bryncae Community Centre Voluntary Management Committee to be invited to join the Committee as non-voting members of the committee.	Alter master list and setup Microsoft 365 group. ~done - Testing.	Completed
2024/303	20.12.2024	Full Council	Full Council	b) RESOLVED The RFO to become a co-signatory (along with Cllr Andrea James who is the current voluntary management committee's treasurer, in the interim period) to the existing bank account to comply with financial regulations and to use the existing bank account.	Lease transfer date: .... Tbd	
2024/303	20.12.2024	Full Council	Full Council	c) RESOLVED The RFO to create a new cashbook within Rialtos to deal solely with the finances of the Centre and that an EMR is created to capture the balance of any funds available and any profit (or loss) in any financial year.	Lease transfer date: .... Tbd	
2024/303	20.12.2024	Full Council	Full Council	d) RESOLVED The Committee to be delegated powers to approve expenditure on equipment that would improve the attractiveness of the centre to potential users and that such expenditure to be met out of the working capital of the community centre.	Lease transfer date: .... Tbd	
2024/303	20.12.2024	Full Council	Full Council	e) RESOLVED The Committee be delegated authority to draw up or alter the terms and conditions of hire	Lease transfer date: .... Tbd	
2024/303	20.12.2024	Full Council	Full Council	f) RESOLVED The Committee be delegated authority to oversees and direct the cleaning strategy for the centre and appoint a contractor accordingly to carry out such duties. The cost of such an arrangement to be met out of the working capital of the community centre.	Lease transfer date: .... Tbd	
2024/303	20.12.2024	Full Council	Full Council	g) RESOLVED The Committee to be empowered to ensure that the activities within the centre carry an element of social value to reflect the needs of the community.	Lease transfer date: .... Tbd	
2024/303	20.12.2024	Full Council	Full Council	h) RESOLVED The Committee be delegated authority to decide the hire fees and other fees for the use of the centre and to ensure that such fees reflect value for money for the community.	Lease transfer date: .... Tbd	

2024/303	20.12.2024	Full Council	Full Council	<p>i) RESOLVED</p> <p>The Clerk and/or RFO to be delegated powers to:</p> <p>a) approve expenditure on consumable items such toilet rolls, hand towels and cleaning products to the value of £250 at any one time and that such expenditure to be met out of the working capital of the community centre.</p> <p>b) to pay back any deposit that has been made for a booking within the provisions of the booking conditions.</p> <p>c) energy and utility bills are paid subject to due diligence by the RFO without further reference to full Council and that such expenditure is to be met out of the working capital of the community centre.</p> <p>d) Any CIL expenditure to be processed in the normal way via the CIL committee and full council.</p> <p>e) Once the additional assistant clerk is employed the Council commits to the implementation of an online booking system that allows users to see what dates and times are available and to pay the required deposit for such a booking. The cost of implementation to be met from Council funds</p>	Lease transfer date: .... Tbd	
2024/303	20.12.2024	Full Council	Full Council	<p>f) RESOLVED</p> <p>The RFO to provide a monthly finance report to be presented in the meeting of the full council.</p>	Lease transfer date: .... Tbd	
2024/304	20.12.2024	Full Council	Full Council	<p>2024/304 Virement of £2,000 from general reserves and delegating authority to the officers to spend on Bryncae Community Centre</p> <p>RESOLVED</p> <p>To make a virement of £2,000 from general reserves and to delegate authority to the officers to spend on Bryncae Community Centre for essential running costs such as routine bills, the setting up of statutory compliance arrangements etc... following the signing of the lease, commencement of the lease expected in early January 2025.</p>	Lease transfer date: .... Tbd	
2024/305	20.12.2024	Full Council	Full Council	<p>2024/305 Quotations for the replacement of all lights with LED lights at Bryncae Community Centre</p> <p>RESOLVED</p> <p>To appoint Vendor B, (Whitehead) for the replacement of all lights with LED lights at Bryncae Community Centre as per the specification provided and in line with quotation SW/CW/10012 and accompanying emails. For officers to engage Whitehead and to be authorised to spend up to £17,327 comprising the quotation amount of £15,748.38 plus a 10% contingency, monies to come from CIL funds against project LCC23/02 "Improvements to Bryncae Community Centre", £100,000 being set aside for the project on the Active Project list. Any monies received from Grant to be offset from this total.</p>	Job awarded, work underway.	Completed
2024/310	20.12.2024	Full Council	Full Council	<p>2024/310 Renaming of the "Walking Route Leaflets Working Group" review of Terms of reference</p> <p>RESOLVED</p> <p>To change the name of the Walking Route Leaflets Working Group to: "Walking and Multiuser Leaflets Working Group"</p> <p>And to alter the terms of reference to:</p> <p>"The Working Group to be tasked to explore suitable routes and prepare draft leaflets. The WG will make recommendations to the ORA Committee".</p>	Alter master list.	Completed

2024/317	20.12.2024	Full Council	Full Council	<p>2024/317 Motion to form a committee to be known as “the Trenos and Ewenni Crossings Project Committee” not requiring written notice as per 22.2.14 of the council’s Standing Orders.</p> <p>RESOLVED</p> <p>To form a committee to be known as “the Trenos and Ewenni Crossings Project Committee”. Membership to comprise Cllrs David Evans, Chris Parker, Will Thomas, Janine Turner, Rhys Jenkins, Mark Steer, Neil Feist, Andrea James, Claire Morgan and Robert Smith (10) with Cllr Chris Parker as Chair and Cllr Janine Turner as Deputy Chair.</p> <p>Terms of reference to be:</p> <p>The committee be explicitly delegated full financial control to spend CIL funds allocated to the project LCC23/01 Bridge Over the River Ewenny by full council.</p> <p>The committee be delegated authority to oversee, scrutinise and make decisions on all aspects of the project known as project LCC23/01, “Bridge over the River Ewenny” the scope of which is set by resolution of the Council.</p> <p>To report to Council at each of its ordinary meetings on any resolutions made and all activity undertaken since the previous ordinary meeting.</p> <p>To follow any other action as directed by the Council.</p>	<p>Add to committee list - Done</p> <p>Create Committee page on sharepoint - Done, testing email.</p>	Completed
2024/317	20.12.2024	Full Council	Full Council	<p>b) RESOLVED</p> <p>That membership from the Council of the Trenos Crossing and Ewenny Bridge Working Group be altered to comprise Cllrs Chris Parker as Chair, Neil Feist as Vice Chair, Mark Steer and Rob Smith and the terms of reference of the Trenos Crossing and Ewenny Bridge Working Group be amended so that it reports to this newly formed committee.</p>	<p>Alter master list and microsoft group. - Done, testing email .</p>	Completed



**Alex Davies-Jones MP | AS**

10 Market Street, Pontypridd, CF37 2ST

Tel: 01443 401122

Email: alex.daviesjones.mp@parliament.uk

Llanharan Community Council  
2a Chapel Road  
Llanharan  
Pontyclun  
CF72 9QA

20<sup>th</sup> December 2024

Dear All at Llanharan Community Council,

I wanted to take a moment to say thank-you for the wonderful Christmas lunch you hosted for our senior citizens yesterday. It was great to be a part of such a warm and joyful gathering.

The effort you all put into creating such a festive and welcoming atmosphere didn't go unnoticed. From the beautifully decorated tables to the delicious food, everything was absolutely spot on.

It's occasions like this that remind me of the strength and generosity of our local community. Your dedication to bringing people together, especially at a time of year that can sometimes feel a bit lonely for some, is genuinely inspiring.

Thank you again for inviting me to be part of such a special day. Please do pass on my thanks to all the organisers who worked so hard to make it all happen. You've spread the Christmas spirit far and wide, and I'm already looking forward to the next one!

Wishing you all a very Happy Christmas and a wonderful New Year. Here's to an even brighter 2025!

Best wishes,

*Alex Davies-Jones*


Alex Davies-Jones MP  
Member of Parliament for Pontypridd

Welsh Labour Member of Parliament serving the people of Pontypridd across:

Abercynon - Mountain Ash - Penrhiwceiber - Cilfynydd - Ynysybwl - Glyncoch - Brynna - Llanharan - Hawthorn - Rhydyfelin and Ilan - Llanharry -  
Llantrisant - Talbot Green - Beddau - Church Village - Efail Isaf - Graig - Graigwen  
- Hopkinstown - Llantwit Fardre - Maesycod - Pontypridd Town - Pwllgwaun - Tonteg - Trallwn - Treforest - Trehafod - Tynant

 Alex Davies-Jones

 @AlexDaviesJones

 @alexdaviesjones

Thank You...





TO

Llanharan Community  
Council,

...very much! .....

For the wonderful Christmas  
lunch at the Rugby Club on  
December 18<sup>th</sup> for the Senior  
Citizens.

It was the first time we have  
attended, and it was a lovely  
afternoon. Many thanks  
to all involved.

Best wishes

Caroline Price Vale View

Heather Morris Meadon

Rise



**Bank Reconciliation Statement as at 31/12/2024  
for Cashbook 1 - Current and Premium Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current A/c	31/12/2024		41,415.88
Businesss Premium A/c	31/12/2024		500.00
			<hr/> 41,915.88
<b><u>Unpresented Payments (Minus)</u></b>		<b><u>Amount</u></b>	
		0.00	
			<hr/> 0.00
			41,915.88
<b><u>Unpresented Receipts (Plus)</u></b>			
		0.00	
			<hr/> 0.00
			41,915.88
		<b>Balance per Cash Book is :-</b>	<b>41,915.88</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

## Bank Reconciliation up to 31/12/2024 for Cashbook No 1 - Current and Premium Bank A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
02/12/2024	BACS	65.00		65.00		R <input type="checkbox"/>	FareShare Cymru
02/12/2024	BACS	875.00		875.00		R <input type="checkbox"/>	JB Director's Trust
02/12/2024	BACS	48.00		48.00		R <input type="checkbox"/>	RCT
02/12/2024	2sep/1dec		132.70	132.70		R <input type="checkbox"/>	Receipt(s) Banked
03/12/2024	VAT Q2		3,329.63	3,329.63		R <input type="checkbox"/>	Receipt(s) Banked
03/12/2024	Pantry		286.70	286.70		R <input type="checkbox"/>	Receipt(s) Banked
04/12/2024	BACS	2,177.00		2,177.00		R <input type="checkbox"/>	Sarah's The Greengrocer
04/12/2024	BACS	4.57		4.57		R <input type="checkbox"/>	Clarity Copiers
04/12/2024	BACS	192.00		192.00		R <input type="checkbox"/>	Brynna Cleaning
04/12/2024	BACS	7,309.08		7,309.08		R <input type="checkbox"/>	Festive Lighting
05/12/2024	DIRECT	8.50		8.50		R <input type="checkbox"/>	Barclays Bank
05/12/2024	Pcept trf2		50,000.00	50,000.00		R <input type="checkbox"/>	Receipt(s) Banked
09/12/2024	DDR	9.87		9.87		R <input type="checkbox"/>	Tesco Mobile phones x 3
11/12/2024	BACS	378.22		378.22		R <input type="checkbox"/>	British Telecomm
12/12/2024	JT WFarm		1,000.00	1,000.00		R <input type="checkbox"/>	Receipt(s) Banked
13/12/2024	GH WFarm		1,000.00	1,000.00		R <input type="checkbox"/>	Receipt(s) Banked
16/12/2024	BACS	180.00		180.00		R <input type="checkbox"/>	Pencoed Travel
16/12/2024	BACS	50.00		50.00		R <input type="checkbox"/>	Pencoed Travel
16/12/2024	DDR	500.58		500.58		R <input type="checkbox"/>	ARVAL
16/12/2024	BACS	82.96		82.96		R <input type="checkbox"/>	Welsh Water
16/12/2024	BACS	241.84		241.84		R <input type="checkbox"/>	D Evans
17/12/2024	Grantscape		2,069.00	2,069.00		R <input type="checkbox"/>	Receipt(s) Banked
19/12/2024	DE WFarm		1,000.00	1,000.00		R <input type="checkbox"/>	Receipt(s) Banked
20/12/2024	BACS	5,276.98		5,276.98		R <input type="checkbox"/>	STAFF SALARIES
20/12/2024	BACS	6,251.50		6,251.50		R <input type="checkbox"/>	Cresta Catering
23/12/2024	BACS	240.00		240.00		R <input type="checkbox"/>	Llanharan OAP Association
23/12/2024	BACS	65.00		65.00		R <input type="checkbox"/>	FareShare Cymru
23/12/2024	BACS	100.00		100.00		R <input type="checkbox"/>	BrynnaPrimaryPrivateFund
23/12/2024	BACS	100.00		100.00		R <input type="checkbox"/>	Llanharan PrimarySchoolPrivate
23/12/2024	BACS	2,665.33		2,665.33		R <input type="checkbox"/>	AG Gallagher
23/12/2024	BACS	1,611.00		1,611.00		R <input type="checkbox"/>	Howells Legal Ltd
27/12/2024	BACS	1,663.38		1,663.38		R <input type="checkbox"/>	RCT Pension Payment
30/12/2024	BcardDec24	2,450.00		2,450.00		R <input type="checkbox"/>	Barclaycard
		<u>32,545.81</u>	<u>58,818.03</u>				

Signatory 1:

Name ..... Signed ..... Date .....

Signatory 2:

Name ..... Signed ..... Date .....

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
The Public Sector Deposit Fund	31/12/2024		1,133,225.10
	31/12/2024		0.00
			<u>1,133,225.10</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,133,225.10
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,133,225.10
		Balance per Cash Book is :-	1,133,225.10
		Difference is :-	0.00

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Bank Reconciliation up to 31/12/2024 for Cashbook No 2 - Public Sector Deposit Fund

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
03/12/2024	Dec24 Div		4,652.21	4,652.21		R <input checked="" type="checkbox"/>	Receipt(s) Banked
05/12/2024	Pcept trf2	50,000.00		50,000.00		R <input checked="" type="checkbox"/>	Current and Premium Bank A/c
		<u>50,000.00</u>	<u>4,652.21</u>				

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Bank Reconciliation Statement as at 31/12/2024  
for Cashbook 3 - Barclaycard

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BarclayCard	31/12/2024		0.00
	31/12/2024		0.00
			<u>0.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Bank Reconciliation up to 31/12/2024 for Cashbook No 3 - Barclaycard

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
30/12/2024	CREDITCARD	62.44		62.44		R <input checked="" type="checkbox"/>	ALDI
30/12/2024	CREDITCARD	13.50		13.50		R <input checked="" type="checkbox"/>	Llanharan Service Station
30/12/2024	CREDITCARD	69.48		69.48		R <input checked="" type="checkbox"/>	ALDI
30/12/2024	CREDITCARD	95.46		95.46		R <input checked="" type="checkbox"/>	ALDI
30/12/2024	CREDITCARD	28.18		28.18		R <input checked="" type="checkbox"/>	ALDI
30/12/2024	CREDITCARD	93.86		93.86		R <input checked="" type="checkbox"/>	ALDI
30/12/2024	CREDITCARD	16.35		16.35		R <input checked="" type="checkbox"/>	ALDI
30/12/2024	CREDITCARD	1.00		1.00		R <input checked="" type="checkbox"/>	B&M
30/12/2024	CREDITCARD	14.25		14.25		R <input checked="" type="checkbox"/>	tesco
30/12/2024	CREDITCARD	118.08		118.08		R <input checked="" type="checkbox"/>	Microsoft
30/12/2024	CREDITCARD	39.36		39.36		R <input checked="" type="checkbox"/>	Microsoft
30/12/2024	CREDITCARD	12.99		12.99		R <input checked="" type="checkbox"/>	ZOOM
30/12/2024	CREDITCARD	19.97		19.97		R <input checked="" type="checkbox"/>	ADOBE
30/12/2024	CREDITCARD	120.24		120.24		R <input checked="" type="checkbox"/>	The Pantry
30/12/2024	CREDITCARD	10.00		10.00		R <input checked="" type="checkbox"/>	Arthur John
30/12/2024	CREDITCARD	70.00		70.00		R <input checked="" type="checkbox"/>	British Legion
30/12/2024	CREDITCARD	161.94		161.94		R <input checked="" type="checkbox"/>	Pens Unlimited
30/12/2024	BcardDec24		2,450.00	2,450.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
30/12/2024	1057752344		-586.45	-586.45		R <input checked="" type="checkbox"/>	Receipt(s) Banked
30/12/2024	Cadburys		-916.45	-916.45		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>947.10</u>	<u>947.10</u>				

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

## Detailed Income &amp; Expenditure by Budget Heading 31/12/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>Income</u>							
1076 Precept	271,894	271,894	0			100.0%	
1090 PSDF Re-invested dividend	40,321	20,000	(20,321)			201.6%	
1100 Agency Income	0	1,330	1,330			0.0%	
1990 Other Income	1,700	1,000	(700)			170.0%	
1992 BCC Hire Fees	2,045	0	(2,045)			0.0%	
<u>200</u> <u>Administration</u>							
4000 Staff Salaries & Wages (Net)	(47,485)	(63,238)	15,753		15,753	75.1%	
4005 Employer & Employee Pension	(14,970)	(25,102)	10,132		10,132	59.6%	
4010 Employer & Employee NI & Tax	(7,425)	(39,796)	32,371		32,371	18.7%	
4055 Mileage & Subsistence	0	(200)	200		200	0.0%	
4057 HR Expenditure	(383)	(1,000)	617		617	38.3%	
4060 Council Tax	(2,360)	(2,500)	140		140	94.4%	
4065 Office Rent	(2,625)	(3,500)	875		875	75.0%	
4066 Meeting venue hire	(260)	(450)	190		190	57.8%	
4070 IT Costs (Office 365)Web Site	(2,163)	(2,500)	337		337	86.5%	
4075 Telephone & Broadband	(995)	(1,450)	455		455	68.6%	
4080 Electric ( office)	(1,078)	(1,600)	522		522	67.4%	
4085 Water Rates (for Office)	(73)	(200)	127		127	36.4%	
4090 Stationery and postage	(293)	(350)	57		57	83.6%	
4095 Cleaning Materials	0	(50)	50		50	0.0%	
4100 Cleaning Contract	(960)	(1,200)	240		240	80.0%	
4105 Office Cap ExpChain of Office	0	(1,000)	1,000		1,000	0.0%	
4110 Office Maintenance	(335)	(750)	415		415	44.7%	
4115 Professional and Legal Fees	(350)	(3,500)	3,150		3,150	10.0%	
4116 Land Registry Fees	(40)	(240)	200		200	16.7%	
4120 Internal Audit Fees	(480)	(750)	270		270	64.0%	
4125 External Audit Fees	(1,155)	(400)	(755)		(755)	288.8%	
4130 Subscriptions and Memberships	(1,954)	(2,750)	796		796	71.1%	
4135 Bank Charges	(129)	(250)	121		121	51.6%	
4140 Storage Space Rental	(120)	(720)	600		600	16.7%	
<u>220</u> <u>Insurances</u>							
4200 General Insurance	(4,902)	(5,000)	98		98	98.0%	
4205 Vehicle Insurance	(2,665)	(5,000)	2,335		2,335	53.3%	
4210 Office Insurance	(232)	(100)	(132)		(132)	231.7%	
<u>240</u> <u>Staff &amp; Member Training</u>							
4300 Members Training	(40)	(750)	710		710	5.3%	
4305 Staff Training	(40)	(750)	710		710	5.3%	



## Detailed Income &amp; Expenditure by Budget Heading 31/12/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>260</u> <u>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	(2,080)	(2,912)	832		832	71.4%	
<u>300</u> <u>Plant &amp; Equipment</u>							
4400 Plant Purchase / Lease	(3,759)	(5,500)	1,741		1,741	68.4%	
4410 Green Mower Maintenance	(123)	0	(123)		(123)	0.0%	
4415 Red Tractor Maintenance	(460)	(1,200)	740		740	38.3%	
4420 Portable & Hand Tools Purchase	(64)	(250)	186		186	25.6%	
4425 Portable & Hand Tool Maint	(354)	(400)	46		46	88.5%	
4430 PPE - New & Replacement	0	(300)	300		300	0.0%	
4435 Plant & Equipment Fuel	(635)	(750)	115		115	84.6%	
<u>400</u> <u>Street Furnishings</u>							
4500 Hanging Baskets	(8,628)	(8,500)	(128)		(128)	101.5%	
4505 Christmas Lights and Trees	(16,928)	(30,000)	13,072		13,072	56.4%	
4510 Public Clocks - Maintenance	(440)	(500)	60		60	88.0%	
4515 Notice Boards - Maintenance	0	(100)	100		100	0.0%	
4520 Bus shelter - Maintenance	0	(100)	100		100	0.0%	
4525 Planters - Maintenance	0	(100)	100		100	0.0%	
4530 Benches & Tables Maintenance	(20)	(100)	80		80	20.1%	
<u>500</u> <u>Community Functions</u>							
4600 Christmas Dinners	(5,640)	(6,500)	860		860	86.8%	
4610 Firework Display	(7,413)	(11,000)	3,587		3,587	67.4%	
4615 Multi Cultural Carnival	0	(6,250)	6,250		6,250	0.0%	
<u>550</u> <u>Grants</u>							
4700 General Grants	(11,593)	(10,000)	(1,593)		(1,593)	115.9%	
4710 LCDP - SLA	(25,000)	(25,000)	0		0	100.0%	
4715 Wild Life Trust - Brynna Woods	0	(10,000)	10,000	(5,000)	5,000	50.0%	
<u>600</u> <u>Outdoor Spaces</u>							
4800 Rights of Way	0	(1,330)	1,330		1,330	0.0%	
4805 Skateboard Park - Maintenance	(1,550)	(1,000)	(550)		(550)	155.0%	
4810 Play & O/Spaces Maintenance	(160)	(1,500)	1,340		1,340	10.7%	
4815 General Repair Consumables	(125)	(250)	125		125	50.0%	
<u>620</u> <u>War Memorials</u>							
4855 Other Maintenance	(37)	(500)	463		463	7.4%	
<u>630</u> <u>Llanharan Pantry</u>							
1991 Llanharan Pantry	4,312	0	(4,312)			0.0%	4,312
4730 Llanharan Pantry Expenses	(3,363)	0	(3,363)		(3,363)	0.0%	3,816

## Detailed Income &amp; Expenditure by Budget Heading 31/12/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>650 Street Lighting Electric</u>							
4575 Street Lighting Electric	(290)	(350)	60		60	82.9%	
<u>700 Allotments</u>							
1200 Allotment Income	210	2,500	2,290			8.4%	
4900 Allotment Lease Costs	(17)	(22)	5		5	77.3%	
4901 Allotment Maintenance	(260)	(250)	(10)		(10)	104.1%	
4905 Allotment Water	(155)	(550)	395		395	28.2%	
<u>750 Community Infrastructure Levy</u>							
1300 Community Infrastructure Levy	296,947	0	(296,947)			0.0%	296,947
4949 CIL Electrical Installations	(1,080)	0	(1,080)		(1,080)	0.0%	1,080
4950 CIL Benches	(1,945)	0	(1,945)		(1,945)	0.0%	1,945
4951 CIL Footpaths	(4,250)	0	(4,250)		(4,250)	0.0%	
4955 CIL Project 1 Memorial Garden	(3,887)	0	(3,887)		(3,887)	0.0%	3,887
4958 CIL Grants	(26,042)	0	(26,042)		(26,042)	0.0%	26,042
4959 CIL Defibrillator	(900)	0	(900)		(900)	0.0%	900
4962 CIL Project Telephone Kiosk	(20)	0	(20)		(20)	0.0%	20
4965 CIL LCC shower block	(870)	0	(870)		(870)	0.0%	870
4966 CIL Project Ewenny Bridge	(350)	0	(350)		(350)	0.0%	350
4968 CIL Allotments	(241)	0	(241)		(241)	0.0%	241
4969 CIL Bryncae Community Centre	(1,361)	0	(1,361)		(1,361)	0.0%	1,361
<u>800 Contingency</u>							
4990 Contingency	0	(10,000)	10,000		10,000	0.0%	
<b>Grand Totals:- Income</b>	<b>617,427</b>	<b>296,724</b>	<b>(320,703)</b>			<b>208.1%</b>	
<b>Expenditure</b>	<b>225,553</b>	<b>302,310</b>	<b>76,757</b>	<b>5,000</b>	<b>71,757</b>	<b>76.3%</b>	
<b>Net Income over Expenditure</b>	<b>391,875</b>	<b>(5,586)</b>	<b>(397,461)</b>				
plus Transfer from EMR	40,512						
less Transfer to EMR	301,259						
<b>Movement to/(from) Gen Reserve</b>	<b>131,128</b>						

	Date	£	Receipt	Description
<b>Money In</b>				
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	06/07/2023	2000.00		
JT Windfarm	06/07/2023	1000.00		
Interlink	17/07/2023	1000.00		
RCT Community Grant	17/08/2023	1000.00		
RCT grant (Food support fund)	31/08/2023	1000.00		
JT Windfarm	12/12/2024	1000.00		
GH Windfarm	13/12/2024	1000.00		
DE Windfarm	19/12/2024	1000.00		
Total cash receipts	Rolling	13728.86		
<b>total in</b>		<b>38940.70</b>		
<b>Money Out</b>				
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 42822
Amazon order (Noticeboards etc..)	18/08/2022	90.86		
Asda online order	20/08/2022	271.09		LS claim received Ref 79622
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
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		
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	07/10/2022	158.93	tbc	LCC CC
Aldi shop	07/10/2022	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	03/01?
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	Paid off £481.79 16.01.23
Aldi shop	10/01/2023	77.86	PB	Paid off £481.79 16.01.23
Aldi shop	12/01/2023	188.46	PB	Paid off £481.79 16.01.23
Aldi shop	12/01/2023	105.82	PB	Paid off £481.79 16.01.23
Aldi shop	17/01/2023	187.59	PB	
Aldi shop	20/01/2023	136.01	PB	Paid off £136.01 30.01.23
Aldi shop	20/01/2023	146.93	PB	Paid off £146.93 30.01.23
Aldi shop	24/01/2023	126.31	PB	Paid off £603.97 02.02.23
Aldi shop	24/01/2023	16.15	PB	Paid off £603.97 02.02.23
Aldi shop	27/01/2023	136.58	PB	Paid off £603.97 02.02.23
Aldi shop	27/01/2023	97.86	PB	Paid off £603.97 02.02.23
Aldi shop	30/01/2023	122.51	PB	Paid off £603.97 02.02.23
Aldi shop	31/01/2023	104.56	PB	Paid off £603.97 02.02.23
Aldi shop	02/02/2023	106.93	PB	Paid off £579.20 07.02.23
Aldi shop	02/02/2023	121.09	PB	Paid off £579.20 07.02.23
Aldi shop	02/02/2023	173.02	PB	Paid off £579.20 07.02.23
Aldi shop	03/02/2023	54.56	PB	
Aldi shop	07/02/2023	138.47	PB	Paid off £579.20 07.02.23
Aldi shop	07/02/2023	39.69	PB	Paid off £579.20 07.02.23
Aldi shop	10/02/2023	128.81	PB	Paid off £616.53 15.02.23
Aldi shop	10/02/2023	105.80	PB	Paid off £616.53 15.02.23
Aldi shop	10/02/2023	12.75	PB	Paid off £616.53 15.02.23
Aldi shop	14/02/2023	128.94	PB	Paid off £616.53 15.02.23
Aldi shop	14/02/2023	86.57	PB	Paid off £616.53 15.02.23
Aldi shop	14/02/2023	153.66	PB	Paid off £616.53 15.02.23
Aldi shop	17/02/2023	118.01	PB	Paid off £349.86 17.2.23
Aldi shop	17/02/2023	165.37	PB	Paid off £349.86 17.2.23
Aldi shop	17/02/2023	43.68	PB	Paid off £349.86 17.2.23
Aldi shop	17/02/2023	22.80	PB	Paid off £349.86 17.2.23
Aldi shop	21/02/2023	94.49	PB	Paid off £603.43 02.03.23
Aldi shop	21/02/2023	168.06	PB	Paid off £603.43 02.03.23
Aldi shop	21/02/2023	21.28	PB	Paid off £603.43 02.03.23
Co-op	22/02/2023	13.30	PS	Hospitality stuff for Sub Par
Aldi shop	23/02/2023	138.36	PB	Paid off £603.43 02.03.23
Aldi shop	24/02/2023	119.96	PB	Paid off £603.43 02.03.23
Aldi shop	24/02/2023	61.28	PB	Paid off £603.43 02.03.23
Aldi shop	28/02/2023	138.36	PB	Paid off £542.11 10.03.23
ReallyUseful storage	02/02/2023	131.89		
Aldi shop	03/03/2023	148.21	PB	Paid off £542.11 10.03.23
Aldi shop	07/03/2023	104.37	PB	Paid off £542.11 10.03.23
Aldi shop	07/03/2023	39.27	PB	Paid off £542.11 10.03.23
Aldi shop	07/03/2023	65.40	PB	Paid off £542.11 10.03.23
Aldi shop	07/03/2023	46.50	PB	Paid off £542.11 10.03.23
Aldi shop	10/03/2023	58.83	PB	Paid off £403.80 14.03.23
Aldi shop	10/03/2023	116.58	PB	Paid off £403.80 14.03.23

Aldi shop	10/03/2023	120.64	PB	Paid off £403.80 14.03.23
Aldi shop	10/03/2023	107.75	PB	Paid off £403.80 14.03.23
Aldi shop	14/03/2023	45.81	PB	Paid off £298.69 16.03.23
Aldi shop	14/03/2023	95.05	PB	Paid off £298.69 16.03.23
Aldi shop	14/03/2023	29.29	PB	Paid off £298.69 16.03.23
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 (1
Aldi Shop	03/06/2023	102.38	PB	Paid off 373.99 08.06.23 (1
Aldi Shop	05/06/2023	156.45	PB	Paid off 373.99 08.06.23 (1
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	
Aldi shop	13/07/2023	157.59	PB	
Aldi shop	18/07/2023	71.73	PB	
Aldi shop	21/07/2023	35.61	PB	
Aldi shop	21/07/2023	69.48	PB	
Aldi shop	25/07/2023	60.62	PB	
Fareshare	26/07/2023	65.00		July 23 membership
Aldi Shop	28/07/2023	88.45	PB	
Really Useful Storage	31/07/2023	-116.90	credit	
Aldi shop	01/08/2023	104.13	PB	
Aldi shop	04/08/2023	103.48	PB	
Aldi shop	04/08/2023	58.46	PB	
Aldi shop	08/08/2023	90.07	PB	
	12/08/2023	0.00		No Pantry ( hort show)
Aldi shop	15/08/2023	116.80	PB	
Aldi shop	15/08/2023	50.49	PB	
Aldi shop	17/08/2023	70.07	PB	
Aldi shop	17/08/2023	56.82	PB	
Aldi shop	22/08/2023	181.10	PB	
Aldi shop	25/08/2023	94.64	PB	
Aldi shop	29/08/2023	94.90	PB	
Aldi shop	01/09/2023	76.84	PB	
Fareshare	01/09/2023	65.00		August 23 membership

Aldi	05/09/2023	90.69	PB	
Aldi	08/09/2023	57.65	PB	
Aldi	08/09/2023	40.62	PB	
Aldi	12/09/2023	50.01	PB	
Aldi	12/09/2023	36.20	PB	
Aldi	12/09/2023	62.96	PB	
Aldi	15/09/2023	77.10	PB	
Aldi	15/09/2023	25.53	PB	
Aldi	19/09/2023	41.58	LP	
Aldi	19/09/2023	46.93	CP	
Aldi	22/09/2023	47.36	CP	
Aldi	22/09/2023	84.99	CP	
Aldi	26/09/2023	73.16	PB	
Aldi	29/09/2023	49.14	PB	
Fareshare	01/10/2023	65.00		Sept 23 membership
Aldi	03/10/2023	53.18	PB	
Aldi	03/10/2023	44.20	PB	
Aldi	06/10/2023	48.33	PB	
Aldi	10/10/2023	26.57	PB	
Aldi	13/10/2023	79.12	PB	
Aldi	13/10/2023	33.93	PB	
Aldi	17/10/2023	84.40	PB	
Aldi	17/10/2023	79.34	PB	
Aldi	20/10/2023	66.31	PB	
Aldi	24/10/2023	68.01	PB	
Fareshare	25/10/2023	65.00		Oct 23 membership
Aldi	27/10/2023	170.87	PB	
Aldi	31/10/2023	62.48	PB	
Aldi	03/11/2023	60.23	PB	
Aldi	07/11/2023	69.38	PB	
Aldi	14/11/2023	55.73	PB	
Aldi	17/11/2023	25.07	PB	
Aldi	21/11/2023	56.02	PB	
Fareshare	25/11/2023	65.00		Nov 23 membership
Aldi	28/11/2023	52.10	PB	
Aldi	01/12/2023	77.25	PB	
Aldi	08/12/2023	110.26	PB	
Aldi	15/12/2023	76.87	PB	
Aldi	20/12/2023	86.95	PB	
Aldi	20/12/2023	86.84	PB	
Aldi	29/12/2023	75.56	CP	
Aldi	05/01/2024	51.42	PB	
Aldi	12/01/2024	131.87	PB	
Aldi	19/01/2024	108.28	PB	
Aldi	19/01/2024	88.11	PB	
Aldi	26/01/2024	118.48	PB	



Aldi	26/01/2024	108.67	PB	
Aldi	02/02/2024	99.25	PB	
Aldi	09/02/2024	106.09	PB	
Aldi	16/02/2024	46.70	PB	
Aldi	16/02/2024	78.79	PB	
Fareshare	16/02/2024	65.00		Dec 23 membership (2417)
Fareshare	16/02/2024	65.00		Jan 24 membership (2544)
Aldi	23/02/2024	75.03	PB	
Aldi	28/02/2024	94.25	PB	
Fareshare	01/03/2024	65.00		Feb 24 membership (2671)
Aldi	07/03/2024	247.70		PB
Aldi	15/03/2024	125.55		PB
Aldi	15/03/2024	7.63		PB
Aldi	22/03/2024	247.64		PB
Aldi	28/03/2024	140.62		PB
Fareshare	04/04/2024	65.00	PB	Mar 24 membership (2798)
Aldi	05/04/2024	105.73		PB
Aldi	12/04/2024	82.40		PB
Aldi	19/04/2024	114.81		PB
Aldi	19/04/2024	48.89		PB
Fareshare	10/05/2024	65.00		April 24 membership (2935)
Aldi	03/05/2024	91.40		PB
Aldi	10/05/2024	110.39		PB
Aldi	17/05/2024	57.00		PB
Aldi	17/05/2024	71.57		PB
Aldi	24/05/2024	61.39		PB
Fareshare	05/06/2024	65.00		May 24 membership (3073)
Aldi	31/05/2024	73.23		PB
Aldi	07/06/2024	73.04		PB
Aldi	14/06/2024	123.50		PB
Aldi	21/06/2024	49.92		PB
Aldi	28/06/2024	65.67		PB
Fareshare	03/07/2024	65.00		June 24 membership (3205)
Aldi	05/07/2024	136.88		PB
Aldi	12/07/2024	45.62		PB
Aldi	19/07/2024	102.14		PB
Aldi	26/07/2024	53.97		PB
Aldi	08/02/2024	59.93		PB
Aldi	15/08/2024	80.78		PB
Aldi	23/08/2024	87.61		PB
	27/08/2024	65.00		July 24 membership (3333)
	27/08/2024	65.00		Aug 24 membership (3465)
<i>Aldi</i>	30/08/2024	86.52		PB
<i>Aldi</i>	05/09/2024	57.75		PB
<i>Aldi</i>	15/09/2024	26.49		PB
<i>Aldi</i>	20/09/2024	99.20		PB

<i>Aldi</i>	20/09/2024	16.56	PB
<i>Aldi</i>	27/09/2024	69.54	PB
<i>Aldi</i>	03/10/2024	41.61	PB
	09/10/2024	48.75	Sept 24 membership (3593)
<i>Aldi</i>	11/10/2024	53.57	PB
<i>Aldi</i>	18/10/2024	48.59	PB
Aldi	25/10/2024	37.38	PB
Aldi	31/10/2024	67.74	PB
Aldi	08/11/2024	64.06	PB
	11/11/2024	65.00	Oct 24 membership (3723)
Aldi	15/11/2024	87.14	PB
Aldi	22/11/2024	62.44	PB
Aldi	29/11/2024	69.48	PB
	02/12/2024	65.00	Nov 24 membership (3851)
Aldi	05/12/2024	95.46	PB
Aldi	18/12/2024	28.18	PB
Aldi	18/12/2024	93.86	PB
	23/12/2024	65.00	Dec 24 membership (3974)
Aldi	23/12/2024	140.69	PB
Aldi	03/01/2025	51.53	PB

**total out**

**36180.02**

**Balance of Funds**

**2760.68**

**Ave footfall on a Saturday since  
30/03/2024**

**10**

Future funding Approx. wks

32 weeks

## Appendix 8

### Resolutions and Recommendations of Audit Committee 14<sup>th</sup> January 2025

#### A2025/005 Bank reconciliations and list of payments for Quarter 23 2024/25

##### **RESOLVED**

To approve bank reconciliations and list of payments for Quarter 3, 2024/25 as listed in 'Appendix 2' presented to the meeting.

#### A2025/009 2025/26 Budget and precept.

##### **a) RECOMMENDED**

To approve the draft budget as presented with an expenditure of £349,303

##### **b) RECOMMENDED**

To apply a 6% increase on the Community Council tax band D rate resulting in a £4.75 per year increase and a resultant Community Council band D rate of £83.92 per year.

#### A2024/010 General grant applications

Brynna OAP Association - £1,800

Summary: To replace a toilet. To improve the kitchen facility and carry out repairs to an electrical socket. To cover increased utility bills.

*Power: LG (Misc provisions) Act 1976 S.19*

##### **a) RECOMMENDED**

To defer consideration of the Brynna OAP Association application pending the receipt of suitable quotations to comply with the Council's grant policy. Furthermore for the applicant to provide evidence of increased energy costs. For the Clerk to write to the association to request suitable documentation, upon receipt of which the application will be considered.

Llanharan OAP Association - £1,800

Summary: Assistance to cover running costs.  
*Power: LG (Misc provisions) Act 1976 S.19*

***b) RECOMMENDED***

To reject the general grant application from Llanharan OAP Association, the applicant having significant funds in the bank and the application having failed to demonstrate a need for funding.

## Appendix 8a – Draft budget

### Income

A/C Code	Item Description	Draft Budget 2025 - 2026			2024 - 2025		2023 - 2024		2022 - 2023	
		Amount	Inc / Dec cf Yr End 24/25		Budget	Yr End Total	Budget	Yr End Total	Budget	Yr end Total
			Amount	%						
<b>100</b>	<b>Income</b>									
1076	Precept				271894	271894	261900	261900	243094	243094
1090	Investment Interest	20000	-32668	-62.03%	20000	52668	80	9380	300	230
1100	Agency Income	1330	0	0.00%	1330	1330	1330	0	1330	8671
1200	Allotment Income	3150	650	26.00%	2500	2500	2500	2775	2100	2701
1900	Employment Allowance Income	0	0	#DIV/0!	0	0	4000	0	0	4324
1990	Other Income	1000	-1201	-54.57%	1000	2201	150	5179	0	576
1991	Llanharan Pantry		0	#DIV/0!			19952		0	3195
1992	BCC Hire Fees	13500	-177	-1.29%	0	13677	0	0	0	0
1993	BCC Deposits In	1200	210	21.21%	0	990	0	0	0	0
1994	BCC Deposits Out	-1200	-210	21.21%	0	-990	0	0	0	0
	<b>Total</b>	<b>25480</b>	<b>8146</b>	<b>46.99%</b>	<b>24830</b>	<b>72376</b>	<b>28012</b>	<b>17334</b>	<b>3730</b>	<b>19697</b>

## Expenditure

A/C Code	Item Description	Draft Budget 2025 - 2026						2024 - 2025			2023 - 2024			2022 - 2023		
		Amount	% of Total	cf 2024/25 Budget		cf 2024/25 Year End		Budget	% of Total	Total Yr End	Budget	% of Total	Yr End	Budget	% of Total	Yr End
				Difference	%	Difference	%									
	<b>Expenditure</b>															
<b>200</b>	<b>Administration</b>															
4000	Staff Salaries & Wages (Net)	74182	21.24%	10944	17.31%	10866	17.16%	63238	21.00%	63316	56092	21.32%	60706	65000	23.56%	49069
4001	HMRC Interest Charges	0	0.00%	0	0.00%	0	#DIV/0!	0	0.00%	0	0	0.00%	0	0	0.00%	16
4005	Employer & Employee Pension	29434	8.43%	4332	17.26%	9474	47.46%	25102	8.34%	19961	20173	7.67%	19046	13455	4.88%	14023
4010	Employer & Employee NI & Tax	44158	12.64%	4362	10.96%	25483	136.46%	39796	13.22%	18675	19307	7.34%	7610	8970	3.25%	9407
4055	Mileage & Subsistence	200	0.06%	0	0.00%	155	344.44%	200	0.07%	45	100	0.04%	141	750	0.27%	397
4060	Council Tax	2500	0.72%	0	0.00%	140	5.93%	2500	0.83%	2360	2400	0.91%	2247	2400	0.87%	2247
4057	HR Expenditure	1000						1000	0.33%	1000			351			
4065	Office Rent	3500	1.00%	0	0.00%	0	0.00%	3500	1.16%	3500	3500	0.91%	3660	3500	1.27%	2625
4070	IT Costs (Office 365)Web Site	4400	1.26%	1900	76.00%	479	12.22%	2500	1.16%	3921	7246	1.33%	4648	2000	0.73%	2065
4075	Telephone & Broadband	1450	0.42%	0	0.00%	135	10.27%	1450	0.83%	1315	1400	2.75%	1102	1600	0.58%	1330
4080	Energy	1800	0.52%	200	12.50%	200	12.50%	1600	0.48%	1600	3500	0.53%	1760	1500	0.54%	1705
4085	Water Rates (for Office)	200	0.06%	0	0.00%	63	45.99%	200	0.53%	137	350	1.33%	135	200	0.07%	160
4090	Stationery and postage	350	0.10%	0	0.00%	8	2.34%	350	0.07%	342	330	0.13%	359	700	0.25%	843
4095	Cleaning Materials	50	0.01%	0	0.00%	30	150.00%	50	0.12%	20	123	0.13%	0	400	0.15%	73
4100	Cleaning Contract	1200	0.34%	0	0.00%	48	4.17%	1200	0.02%	1152	1160	0.05%	1152	1160	0.42%	1128
4105	Office Cap ExpChain of Office	1000	0.29%	0	0.00%	500	100.00%	1000	0.40%	500	0	0.44%	281	2000	0.73%	0
4110	Office Maintenance	3300	0.94%	2550	340.00%	1185	56.03%	750	0.33%	2115	500	0.00%	632	500	0.18%	518
4115	Professional and Legal Fees	3500	1.00%	0	0.00%	0	0.00%	3500	0.25%	3500	3500	0.19%	5959	3000	1.09%	1619
4116	Land Registry Fees	240	0.07%	0	0.00%	140	140.00%	240	1.16%	100	60	1.33%	48	0	0.00%	87
4120	Internal Audit Fees	1125	0.32%	375	50.00%	645	134.38%	750	0.08%	480	475	0.02%	1000	450	0.16%	204
4125	External Audit Fees	800	0.23%	400	100.00%	-355	-30.74%	400	0.25%	1155	1000	0.18%	-703	450	0.16%	1008
4130	Subscriptions and Memberships	2750	0.79%	0	0.00%	0	0.00%	2750	0.13%	2750	2000	0.38%	1463	2000	0.73%	1253
4135	Bank Charges	300	0.09%	50	20.00%	119	65.75%	250	0.91%	181	150	0.76%	212	100	0.04%	132
	Meeting Accomodation Fees	400	0.11%													
4140	Storage Space Rental	0	0.00%	-720	-100.00%	-120	-100.00%	720	0.08%	120	180	0.06%	1020	0	0.00%	0
	<b>Overhead Expenditure</b>	<b>177839</b>	<b>50.91%</b>	<b>24393</b>	<b>16.01%</b>	<b>49194</b>	<b>38.36%</b>	<b>152326</b>	<b>50.58%</b>	<b>128245</b>	<b>123546</b>	<b>45.82%</b>	<b>112829</b>	<b>110135</b>	<b>39.93%</b>	<b>89909</b>

<b>220</b>	<b>Insurances</b>															
4200	General Insurance	6000	1.72%	1000	20.00%	1098	22.40%	5000	1.66%	4902	4000	1.52%	4314	3500	1.27%	3476
4205	Vehicle Insurance	3500	1.00%	-1500	-30.00%	834	31.28%	5000	1.66%	2666	1750	0.67%	3102	1000	0.36%	2219
4210	Office Insurance	250	0.07%	150	150.00%	18	7.76%	100	0.03%	232	87	0.03%	82	80	0.03%	82
	<b>Overhead Expenditure</b>	<b>9750</b>	<b>2.79%</b>	<b>-350</b>	<b>-3.47%</b>	<b>1950</b>	<b>25.00%</b>	<b>10100</b>	<b>3.35%</b>	<b>7800</b>	<b>5837</b>	<b>2.16%</b>	<b>7498</b>	<b>4580</b>	<b>1.66%</b>	<b>5777</b>
<b>240</b>	<b>Staff &amp; Member Training</b>															
4300	Members Training	1100	0.31%	350	46.67%	910	478.95%	750	0.25%	190	500	0.19%	70	500	0.18%	195
4305	Staff Training	1700	0.49%	950	126.67%	1510	794.74%	750	0.25%	190	1000	0.37%	0	1000	0.36%	245
	<b>Overhead Expenditure</b>	<b>2800</b>	<b>0.80%</b>	<b>1300</b>	<b>86.67%</b>	<b>2420</b>	<b>636.84%</b>	<b>1500</b>	<b>0.50%</b>	<b>380</b>	<b>1500</b>	<b>0.56%</b>	<b>70</b>	<b>1500</b>	<b>0.54%</b>	<b>440</b>
<b>260</b>	<b>Member's Allowances</b>															
4350	Chair	1500	0.43%	0	0.00%	0	0.00%	1500	0.50%	1500	1500	0.56%	1500	1500	0.54%	1500
4355	Special Responsibility	500	0.14%	0	0.00%	0	0.00%	500	0.17%	500	500	0.19%	500	500	0.18%	500
4360	Member Allowances	2912	0.83%	0	0.00%	641	28.23%	2912	0.97%	2271	2100	0.78%	1050	2110	0.76%	1500
	<b>Overhead Expenditure</b>	<b>4912</b>	<b>1.41%</b>	<b>0</b>	<b>0.00%</b>	<b>641</b>	<b>15.01%</b>	<b>4912</b>	<b>1.63%</b>	<b>4271</b>	<b>4100</b>	<b>1.52%</b>	<b>3050</b>	<b>4110</b>	<b>1.49%</b>	<b>3500</b>
<b>300</b>	<b>Plant &amp; Equipment</b>															
4400	Plant Purchase / Lease	5500	1.57%	0	0.00%	489	9.76%	5500	1.83%	5011	7000	2.60%	7126	7000	2.54%	2611
4405	Bowser Maintenance	0	0.00%	0	#DIV/0!	0	#DIV/0!	0	0.00%	0	400	0.15%	0	100	0.04%	318
4410	Green Mower Maintenance	0	0.00%	0	#DIV/0!	-123	-100.00%	0	0.00%	123	0	0.00%	101	1500	0.54%	756
4415	Red Tractor Maintenance	1200	0.34%	0	0.00%	740	160.87%	1200	0.40%	460	1000	0.37%	2407	1200	0.44%	476
4420	Portable & Hand Tools Purchase	250	0.07%	0	0.00%	0	0.00%	250	0.08%	250	250	0.09%	39	2000	0.73%	479
4425	Portable & Hand Tools Maintenance	400	0.11%	0	0.00%	-10	-2.44%	400	0.13%	410	400	0.15%	466	0	0.00%	27
4430	PPE - New & Replacement	300	0.09%	0	0.00%	200	200.00%	300	0.10%	100	275	0.10%	35	300	0.11%	187
4435	Plant & Equipment Fuel	750	0.21%	0	0.00%	0	0.00%	750	0.25%	750	2500	0.93%	2456	3000	1.09%	1421
	<b>Overhead Expenditure</b>	<b>8400</b>	<b>2.40%</b>	<b>0</b>	<b>0.00%</b>	<b>1296</b>	<b>18.24%</b>	<b>8400</b>	<b>2.79%</b>	<b>7104</b>	<b>11825</b>	<b>4.39%</b>	<b>12630</b>	<b>15100</b>	<b>5.47%</b>	<b>6275</b>

<b>400</b>	<b>Street Furnishings</b>															
4500	Hanging Baskets & Planters	9500	2.72%	1000	11.76%	872	10.11%	8500	2.82%	8628	7500	2.78%	7844	10100	3.66%	11534
4505	Christmas Lights and Trees	35000	10.02%	5000	16.67%	3264	10.28%	30000	9.96%	31736	26000	9.64%	24873	38500	13.96%	38866
4510	Public Clocks - Maintenance	500	0.14%	0	0.00%	60	13.64%	500	0.17%	440	425	0.16%	400	900	0.33%	400
4515	Notice Boards - Maintenance	100	0.03%	0	0.00%	100	#DIV/0!	100	0.03%	0	100	0.04%	29	150	0.05%	296
4520	Bus shelter - Maintenance	500	0.14%	400	400.00%	400	400.00%	100	0.03%	100	100	0.04%	0	500	0.18%	549
4525	Planters - Maintenance	100	0.03%	0	0.00%	100	#DIV/0!	100	0.03%	0	100	0.00%	0	150	0.05%	59
4530	Benches & Tables Maintenance	100	0.03%	0	0.00%	0	0.00%	100	0.03%	100	100	0.00%	0	150	0.05%	0
	<b>Overhead Expenditure</b>	<b>45800</b>	<b>13.11%</b>	<b>6400</b>	<b>16.24%</b>	<b>4796</b>	<b>11.70%</b>	<b>39400</b>	<b>13.08%</b>	<b>41004</b>	<b>34325</b>	<b>12.73%</b>	<b>33146</b>	<b>50450</b>	<b>18.29%</b>	<b>51704</b>
<b>500</b>	<b>Community Functions</b>															
4600	Christmas Dinners	6500	1.86%	0	0.00%	700	12.07%	6500	2.16%	5800	5500	2.04%	4729	3700	1.34%	3305
4605	Soup and Carols	0	0.00%	0	#DIV/0!	0	#DIV/0!	0	0.00%	0	250	0.09%	0	170	0.06%	0
4610	Firework Display	10000	2.86%	-1000	-9.09%	2277	29.48%	11000	3.65%	7723	7425	2.75%	7981	6000	2.18%	7154
4615	Multi Cultural Carnival & 70th Jubilee	7250	2.08%	1000	16.00%	6500	866.67%	6250	2.08%	750	2500	0.93%	5416	2000	0.73%	0
4617	King's Coronation 23	0	0.00%										350	1000	0.36%	0
4620	General Sponsorship	0	0.00%	0	#DIV/0!	0	#DIV/0!	0	0.00%	0	1000	0.37%	50		0.00%	
	<b>Overhead Expenditure</b>	<b>23750</b>	<b>6.80%</b>	<b>0</b>	<b>0.00%</b>	<b>9477</b>	<b>66.40%</b>	<b>23750</b>	<b>7.89%</b>	<b>14273</b>	<b>16675</b>	<b>6.18%</b>	<b>18526</b>	<b>12870</b>	<b>4.67%</b>	<b>10459</b>
<b>550</b>	<b>Grants</b>															
4700	General Grants	10000	2.86%	0	0.00%	-5193	-34.18%	10000	3.32%	15193	12500	4.64%	6178	15000	5.44%	10900
4710	LCDP - SLA	25000	7.16%	0	0.00%	0	0.00%	25000	8.30%	25000	25000	9.27%	25000	26000	9.43%	25000
4715	Wild Life Trust - Brynna Woods	10000	2.86%	0	0.00%	0	0.00%	10000	3.32%	10000	10000	3.71%	10000	10000	3.63%	10000
4720	Food Bank	0	0.00%	0	#DIV/0!	0	#DIV/0!	0	0.00%	0	3500	1.30%	4123	5850	2.12%	5548
	<b>Overhead Expenditure</b>	<b>45000</b>	<b>12.88%</b>	<b>0</b>	<b>0.00%</b>	<b>-5193</b>	<b>-10.35%</b>	<b>45000</b>	<b>14.94%</b>	<b>50193</b>	<b>51000</b>	<b>18.91%</b>	<b>45301</b>	<b>56850</b>	<b>20.61%</b>	<b>51448</b>
<b>600</b>	<b>Outdoor Spaces</b>															
4800	Rights of Way	1330	0.38%	0	0.00%	-670	-33.50%	1330	0.44%	2000	1330	0.49%	81	1500	0.54%	6280
4805	Skateboard Park - Maintenance	1000	0.29%	0	0.00%	-550	-35.48%	1000	0.33%	1550	100	0.04%	0	500	0.18%	0
4810	Play & O/Spaces Maintenance	1500	0.43%	0	0.00%	0	0.00%	1500	0.50%	1500	100	0.04%	130	1000	0.36%	657
4815	General Repair Consumables	250	0.07%	0	0.00%	0	0.00%	250	0.08%	250	250	0.00%	0	0	0.00%	99
	<b>Overhead Expenditure</b>	<b>4080</b>	<b>1.17%</b>	<b>0</b>	<b>0.00%</b>	<b>-1220</b>	<b>-23.02%</b>	<b>4080</b>	<b>1.35%</b>	<b>5300</b>	<b>1780</b>	<b>0.66%</b>	<b>211</b>	<b>3000</b>	<b>1.09%</b>	<b>7036</b>



<b>620</b>	<b>War Memorials</b>															
	Maintenance Contract	0	0.00%	0	#DIV/0!	0	#DIV/0!	0	0	0	0.00%	3659	0	0.00%	0	
4855	Other Maintenance	500	0.14%	0	0.00%	463	1251.35%	500	0.17%	37	100	0.04%	19	1000	0.36%	6
	<b>Overhead Expenditure</b>	<b>500</b>	<b>0.14%</b>	<b>0</b>	<b>0.00%</b>	<b>463</b>	<b>1251.35%</b>	<b>500</b>	<b>0.17%</b>	<b>37</b>	<b>100</b>	<b>0.04%</b>	<b>3678</b>	<b>1000</b>	<b>0.36%</b>	<b>6</b>
<b>630</b>	<b>Llanharan Pantry</b>															
4730	Food	0	0.00%	0	#DIV/0!	0	#DIV/0!	0	0.00%	0	18500	6.86%	18406	0	0.00%	0
4731	Equipment	0	0.00%	0	#DIV/0!	0	#DIV/0!	0	0.00%	0	0	0.00%	0	0	0.00%	0
	<b>Overhead Expenditure</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>18500</b>	<b>6.86%</b>	<b>18406</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>
<b>640</b>	<b>Bryncae Community Centre</b>															
4735	BCC Cleaning Expenses	370	0.11%	370	#DIV/0!	6	1.54%	0	0.00%	364	0	0.00%	0	0	0.00%	0
4740	BCC Maintenance Expense	1000	0.29%	1000	#DIV/0!	897	872.22%	0	0.00%	103	0	0.00%	0	0	0.00%	0
4745	BCC Business Rates	8500	2.43%	8500	#DIV/0!	5833	218.75%	0	0.00%	2667	0	0.00%	0	0	0.00%	0
4750	BCC Energy - Electric	4000	1.15%	4000	#DIV/0!	117	3.02%	0	0.00%	3883	0	0.00%	0	0	0.00%	0
4755	BCC Energy - Gas	5500	1.57%	5500	#DIV/0!	321	6.21%	0	0.00%	5179	0	0.00%	0	0	0.00%	0
4760	BCC Water Rates	1000	0.29%	1000	#DIV/0!	500	100.00%	0	0.00%	500	0	0.00%	0	0	0.00%	0
4765	BCC Statutory Compliance Fees	1000	0.29%	1000	#DIV/0!	500	100.00%	0	0.00%	500	0	0.00%	0	0	0.00%	0
4770	BCC Telephone/Broadband	600	0.17%	600	#DIV/0!	5	0.83%	0	0.00%	595	0	0.00%	0	0	0.00%	0
4775	BCC Consumables	350	0.10%	350	#DIV/0!	52	17.43%	0	0.00%	298	0	0.00%	0	0	0.00%	0
4780	BCC Administrative Costs	130	0.04%	130	#DIV/0!	70	116.67%	0	0.00%	60	0	0.00%	0	0	0.00%	0
4785	BCC Cleaning Contractor	2500	0.72%	2500	#DIV/0!	153	6.52%	0	0.00%	2347	0	0.00%	0	0	0.00%	0
	<b>Overhead Expenditure</b>	<b>24950</b>	<b>7.14%</b>	<b>24950</b>	<b>#DIV/0!</b>	<b>8455</b>	<b>351.26%</b>	<b>0</b>	<b>0.00%</b>	<b>2407</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>
<b>650</b>	<b>Street Lighting Electric</b>															
4575	Street Lighting Electric	500	0.14%	150	42.86%	65	14.94%	350	0.12%	435	0	0.00%	277	0	0.00%	0
	<b>Overhead Expenditure</b>	<b>500</b>	<b>0.14%</b>	<b>150</b>	<b>42.86%</b>	<b>65</b>	<b>14.94%</b>	<b>350</b>	<b>0.12%</b>	<b>435</b>	<b>0</b>	<b>0.00%</b>	<b>277</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>
<b>700</b>	<b>Allotments</b>															
4900	Allotment Lease Costs	22	0.01%	0	0.00%	0	0.00%	22	0.01%	22	22	0.01%	17	0	0.00%	0
4901	Allotment Maintenance	600	0.17%	350	140.00%	90	17.65%	250	0.08%	510	100	0.04%	255	1000	0.36%	22
4905	Water	400	0.11%	-150	-27.27%	128	47.06%	550	0.18%	272	350	0.13%	316	250	0.09%	231
	<b>Overhead Expenditure</b>	<b>1022</b>	<b>0.29%</b>	<b>200</b>	<b>24.33%</b>	<b>218</b>	<b>27.11%</b>	<b>822</b>	<b>0.27%</b>	<b>804</b>	<b>472</b>	<b>0.18%</b>	<b>588</b>	<b>1250</b>	<b>0.45%</b>	<b>253</b>

800	Contingency																
4990	Contingency	0	0.00%	-10000	-100.00%	-6000	-100.00%	10000	3.32%	6000		0.00%	0	15000	5.44%	0	
	Overhead Expenditure	0	0.00%	-10000	-100.00%	-6000	-100.00%	10000	3.32%	6000	0	0.00%	0	15000	5.44%	0	
	<b>Total Expenditure</b>	<b>349303</b>	<b>100.00%</b>	<b>47043</b>	<b>15.62%</b>	<b>66562</b>	<b>24.81%</b>	<b>301140</b>	<b>100.00%</b>	<b>268253</b>	<b>269660</b>	<b>100.00%</b>	<b>256210</b>	<b>275845</b>	<b>100%</b>	<b>226807</b>	

A/C Code	Item Description	Amount
4000	Staff Salaries & Wages (Gross)	112344
4005	Employer Pension	23255
4010	Employer Ni	12175
	<b>Check Totals</b>	<b>147774</b>

	Budgeted	Actual Yr End	project to year end	Projected Year End
<b>Community Council Tax Band D - Rate 23/24 (£)</b>	79.17			
Community Council Tax Base 23/24 (£)	3308			
Precept 23/24 (£)	261894	199401		199401
<b>Community Council Tax Band D - Rate 2024/25 (£)</b>	79.17			
Community Council Tax Base 2024/25 (£)	3434			
Precept 2024/25 (£)	271870	271894		271894
Increase/decrease in Band D rate from 23/24 (£)	0.00			
% increase in Band D rate from 23/24	0.00%			
Increase/decrease in precept from 23/24 (£)	9,975			
<b>Bank Balance 31 March 2024</b>	<b>143814</b>			
2024/25 Postion	Budgeted	Actual to 01/12/2024	project to year end	Project Year End
INCOME (£)	296724	309073	35197	344270
Expenditure (£)	302310	167622	115069	282691
Net Income over Expenditure (£)	-5586	141451	-79872	61579
<b>Predicted Bank Balance 31 March 2025 (General Reserves)</b>	<b>138228</b>			<b>205393</b>
Estimated Reserves used	5586			-61579
<b>Decrease/Increase Precept by % or £ - enter % or £</b>	%		%	
<b>Enter Precept increment steps for Table A (%)</b>	<b>1.00</b>		1.00	

<b>Table A - Incremental % steps of 1.5 from £75.4 (current rate)</b>											Balanced
Estimated bank balance (reserves) on 31 March 2025	£ 205,393	£ 205,393	£ 205,393	£ 205,393	£ 205,393	£ 205,393	£ 205,393	£ 205,393	£ 205,393	£ 205,393	£ 205,393
Proposed expenditure	£ 349,303	£ 349,303	£ 349,303	£ 349,303	£ 349,303	£ 349,303	£ 349,303	£ 349,303	£ 349,303	£ 349,303	£ 349,303
Proposed other INCOME	£ 25,480	£ 25,480	£ 25,480	£ 25,480	£ 25,480	£ 25,480	£ 25,480	£ 25,480	£ 25,480	£ 25,480	£ 25,480
Precept Required for zero balance	£ 323,823	£ 323,823	£ 323,823	£ 323,823	£ 323,823	£ 323,823	£ 323,823	£ 323,823	£ 323,823	£ 323,823	£ 323,823
Community Council Tax Base / penny rate	£ 3,580	£ 3,580	£ 3,580	£ 3,580	£ 3,580	£ 3,580	£ 3,580	£ 3,580	£ 3,580	£ 3,580	£ 3,580
<b>Community Council Tax Band D - Rate</b>	<b>£ 79.17</b>	<b>£ 79.96</b>	<b>£ 80.75</b>	<b>£ 81.55</b>	<b>£ 82.34</b>	<b>£ 83.13</b>	<b>£ 83.92</b>	<b>£ 84.71</b>	<b>£ 85.50</b>	<b>£ 86.30</b>	<b>£ 90.46</b>
£ increase in precept	£ -	£ 0.79	£ 1.58	£ 2.38	£ 3.17	£ 3.96	£ 4.75	£ 5.54	£ 6.33	£ 7.13	£ 11.29
% increase in precept	0.00%	1.00%	2.00%	3.00%	4.00%	5.00%	6.00%	7.00%	8.00%	9.00%	14.26%
Precept Generated	£ 283,406	£ 286,240	£ 289,074	£ 291,908	£ 294,742	£ 297,576	£ 300,410	£ 303,244	£ 306,078	£ 308,912	£ 323,823
<b>Projected bank balance (reserves) on 31 March 2026</b>	<b>£ 164,976</b>	<b>£ 167,810</b>	<b>£ 170,644</b>	<b>£ 173,478</b>	<b>£ 176,312</b>	<b>£ 179,146</b>	<b>£ 181,980</b>	<b>£ 184,814</b>	<b>£ 187,648</b>	<b>£ 190,482</b>	<b>£ 205,393</b>
Reserves used	£ 40,417	£ 37,583	£ 34,749	£ 31,915	£ 29,081	£ 26,247	£ 23,413	£ 20,579	£ 17,745	£ 14,910	£ -
Enter Precept decrement steps for Table B (%)	2.50										

<b>Table B - Decremental 2.5 steps of 1.5 from £75.4 (current rate)</b>										
Estimated bank balance (reserves) on 31 March 2025	£ 205,393	£ 205,393	£ 205,393	£ 205,393	£ 205,393	£ 205,393	£ 205,393	£ 205,393	£ 205,393	£ 205,393
Budgeted expenditure	£ 349,303	£ 349,303	£ 349,303	£ 349,303	£ 349,303	£ 349,303	£ 349,303	£ 349,303	£ 349,303	£ 349,303
Proposed other INCOME	£ 25,480	£ 25,480	£ 25,480	£ 25,480	£ 25,480	£ 25,480	£ 25,480	£ 25,480	£ 25,480	£ 25,480
Precept Required	£ 323,823	£ 323,823	£ 323,823	£ 323,823	£ 323,823	£ 323,823	£ 323,823	£ 323,823	£ 323,823	£ 323,823
Community Council Tax Base / penny rate	£ 3,580	£ 3,580	£ 3,580	£ 3,580	£ 3,580	£ 3,580	£ 3,580	£ 3,580	£ 3,580	£ 3,580
<b>Community Council Tax Band D - Rate</b>	<b>£ 79.17</b>	<b>£ 77.19</b>	<b>£ 75.21</b>	<b>£ 73.23</b>	<b>£ 71.25</b>	<b>£ 69.27</b>	<b>£ 67.29</b>	<b>£ 65.32</b>	<b>£ 63.34</b>	<b>£ 75.21</b>
£ decrease in precept	£ 0.00	£ -1.98	£ -3.96	£ -5.94	£ -7.92	£ -9.90	£ -11.88	£ -13.85	£ -15.83	£ -3.96
% decrease in precept	0.00%	2.50%	5.00%	7.50%	10.00%	12.50%	15.00%	17.50%	20.00%	-5.00%
Precept Generated	£ 283,406	£ 276,320	£ 269,235	£ 262,150	£ 255,065	£ 247,980	£ 240,895	£ 233,810	£ 226,725	£ 269,235
<b>Projected bank balance (reserves) on 31 March 2026</b>	<b>£ 164,976</b>	<b>£ 157,891</b>	<b>£ 150,805</b>	<b>£ 143,720</b>	<b>£ 136,635</b>	<b>£ 129,550</b>	<b>£ 122,465</b>	<b>£ 115,380</b>	<b>£ 108,295</b>	<b>£ 150,805</b>
Reserves used	£ 40,417	£ 47,502	£ 54,587	£ 61,672	£ 68,758	£ 75,843	£ 82,928	£ 90,013	£ 97,098	£ 54,587

## **Officer's note:**

### **Precept and level of general reserves**

The general reserve

Best practice guidance (JPAG guidelines) is that the level of general reserves should be between 3 months (33%) and 12 months (100%) of expenditure with larger councils being towards the lower end of that range. The decision to be based on the level of activity that council undertakes and the level of risk exposure.

The actual general reserve at 31<sup>st</sup> March 2025 is forecast to be £205,393 (circa 72% of total forecast expenditure of £282,691 for 2024/25).

The forecasted precept at a 0% increase generates a precept of £283,406 and a proposed expenditure of £349,303 with a forecast general reserve of £164,976 at 31<sup>st</sup> March 2026 (circa 47% of total forecast expenditure 2025/26).

This would constitute a reduction of £40,417 or circa 20% in general reserves.

Table A shows that in order to preserve the current level of general reserve the precept would be increased from the current £79.17 per year to £90.46 per year. An increase of £11.29 or 14.3%

When considering the level of precept to set, members should be mindful of the year on year effect on general reserves. Eg If there is no increase this year £40,417 will be taken from general reserves. At current rates within circa 5 years this would reduce the reserves to near 0.

Members should also consider that the current actual expenditure of the Council is somewhat skewed as some of the general expenditure is currently allocated to CIL funds. In the future these CIL funds will not be available and so will need to be covered by precept funds. This totals circa £5,500 in financial year 2024/25.

More work is required to look at the long term strategic effect of these hidden costs (as well as building sufficient reserves to provide earmarked reserves for items such as replacing defibrillators, the skatepark, Mountain hare play area etc... once CIL receipts to the council cease).

It is for these reasons members may wish to consider the long term implications of reducing the general reserve and members need to consider whether the amount of reserves held is appropriate given the current and future activities and risks to which the council may be exposed as well as taking into account the notes above.

Given that the forecast/proposed expenditure for 2025/26 is £349,303 members may wish to consider whether this expenditure is likely to decrease in future years. Should it remain constant or increase then in order to produce a balanced budget the level of future increases of precept (and general reserve level) will be impacted by the decisions made this year.

## **Appendix 9**

### **Members reports**

The section is to receive reports from members on any activities, events, correspondence or issues that they have been involved in and wish to bring to the attention of the council.

Only these elements of their report will be minuted.

Members reports may be summarised for the purposes of the minutes. The minutes will be written in order to comply with the council's duties under GDPR.

Members should avoid making political statements or giving opinions on matters of business. (Which shall not be minuted).

Ordinarily no debate will take place on the content of a members report (at the discretion of the Chair).

No motions should be proposed during members reports unless they are motions that can be proposed without written notice as set out in Standing order 22.

The Chair may elect to conclude members reports in its entirety before dealing with any motion (if seconded) moved in accordance with standing orders.

Catherine Kennedy  
Llanharan Community Council  
2A Chapel Road  
Llanharan  
Pontyclun  
CF72 9QA

Client Reference: 32264407

## Payment Terms: On Invoice Date

### Statement of Account as at 20 December 2024

Invoice Date	Invoice Number	Policy Type	Business Event	Insurer	Policy Number	Invoice Amount (£)	O/s Balance (£)	Status
20/12/24	540158755	Commercial Vehicle	Renewal	Aviva Insurance Limited	97MF18130727	£2,679.98	£2,679.98	Due
20/12/24	540177786	Commercial Vehicle	MTA	Aviva Insurance Limited	97MF18130727	(£14.65)	(£14.65)	Due
<b>Total</b>							<b>£2,665.33</b>	



Please quote reference **32264407** when making payment and send remittance to **UK.Glasgow.AJGIBL.Remittances\_@ajg.com**.

Payment can be made via the below payment methods:

<b>Credit or Debit Card:</b>	Please call us on 01443 502 570
<b>Bank Transfer to:</b>	Account Name: Arthur J. Gallagher Insurance Brokers Limited Client NST Account Account Number: 03272406 Sort Code: 30 00 02 Swift BIC: LOYDGB2LCTY IBAN Number: GB83 LOYD 3000 0203 2724 06

Should you have any queries regarding your statement, please contact us at '**statements@ajg.com**' or call us on 01443 502 570

Please note that Insurers reserve the right to cancel cover if balance remains unpaid.

We look forward to receiving your payment by return.

Please disregard if you have made payment within previous 7 days.

At Gallagher we are committed to operating as an environmentally friendly business. With this in mind we would like to issue your monthly statement via e-mail. If you are happy for us to commence e-mailing your monthly statement please confirm your preferential e-mail address, quoting 32264407 to '**statements@ajg.com**'. Thank you.

## Your Minifleet (including Single Business Vehicle) Policy Schedule

**Policy Number:** 97MF18130727

**Mid Term Adjustment:** Produced on 20/12/2024  
This Schedule forms part of Your policy.

### Important (Material Circumstances)

If the information in the **schedule** is incorrect or incomplete, or if the insurance does not meet **your** requirements, please tell **us** as soon as possible.

**You** are reminded of the need to tell **us** immediately of any circumstances or changes which **we** would take into account in **our** assessment or acceptance of this insurance as failure to disclose all relevant circumstances may invalidate **your** policy, or may result in the policy not operating fully.

<b>Your Policy Details</b>	Effective Date	05/01/2025
	Policy Expires	03/01/2026
	Renewal Date	04/01/2026
	Return Premium Due:	£-14.65
	Insurance Premium Tax	£-1.76
	Total Amount Due	£-16.41
	Revised Annual Premium (Excl IPT)	£2,378.15

<b>Your details</b>	Policyholder's Name	Llanharan Community Council
	The Business	Local Government
	Policyholder's Contact/Business Address	2A Chapel Road Llanharan Pontyclun Mid Glamorgan United Kingdom CF72 9QA

<b>Your Insurance Adviser's Details</b>	Agency number	50Z18
	Name	Arthur J Gallagher Insurance Brokers (Wales) - 50Z18
	Address	Unit 3, Magden Park Green Meadow Llantrisant Pontyclun Mid Glamorgan United Kingdom CF72 8XT

The policy has been adjusted in line with Your instructions. Please find included a copy of the updated vehicle schedule and any terms associated with Your change.

In addition to the core covers provided by this product, please remember we are here to assist and provide a range of supplementary support, for example accident management and risk prevention support.

For any further assistance please contact us as required.

---

**Document  
Information**

This is the link to your 'Policy Wording' document  
<https://static.aviva.io/content/dam/document-library/broker/BMOMF10962012024.pdf>

This is the link to your 'Important Information' document  
<https://static.aviva.io/content/dam/document-library/broker/BCOMF14836012024.pdf>

## **Your Minifleet (including Single Business Vehicle) Policy Schedule Added Benefits**

---

### **Fleetline - Your 24 hours a day, 365 days a year, Claims Service**

#### **There are no claim forms to fill out, just call 0800 246 876**

We understand the importance your vehicle plays in your business and with just one call to Fleetline, our professionally-trained Incident Managers will help you get your vehicle back on the road as fast as possible, with a minimum fuss. You do not have to pay extra for Fleetline, it is all part of the service. We will confirm whether the incident is covered by your policy and advise you of any excess you will have to pay and if the incident is covered, we pay the repairer/supplier (less your excess). You will be assigned a Personal Incident Manager to handle your claim from beginning to end, keeping you regularly updated on its progress.

Benefits of using Aviva's approved repairer network include:

- Repairs are guaranteed for 3 years (or as long as you own the vehicle, if less than 3 years after the repair)
- If you are entitled to a courtesy vehicle our network providers can provide a Class A vehicle replacement for private cars or a Class V1 car derived van for goods carrying vehicles up to 7.5T, with an option to hire larger vehicles at a discounted cost to you

**Remember the earlier you contact us, the sooner we can get you back on the road and help you manage the costs and inconvenience to your business.**

---

#### **Making a claim**

Just call Fleetline on  
**0800 246 876**

#### **In case of an accident Call 0800 246 876**

If you have been involved in an accident and your vehicle cannot be driven, your Incident Manager will look after your immediate needs by:

- arranging for your vehicle to be recovered and taken to an approved repairer
- dealing with any immediate concerns you may have, such as contacting those who need to know you have been involved in an accident.

The repairer bills will be paid directly by us to our approved repairer (apart from any applicable excess) so there is no need to worry about the finance.

#### **Damaged windscreens/windows Call 0800 246 876**

If your windscreen or windows are cracked, chipped or shattered, call Fleetline and an Incident Manager will arrange for an approved glass company to get to you as quickly as possible, assess the damage and either repair or replace the affected glass.

#### **Do You or Your drivers use a Smartphone or Tablet Device**

Aviva Claims Number  
Why not scan this QR Code and store our contact details directly to Your device?



**Your Minifleet (including Single Business Vehicle) Mid Term Adjustment Policy Schedule 97MF18130727 Effective Date: 05/01/2025**

**Declared Drivers**

	<b>DRIVER NAME</b>	<b>DATE OF BIRTH</b>
1.	Paul Beach	26/01/1962
2.	Lisa Harry	26/12/1974

**Your Minifleet (including Single Business Vehicle) Mid Term Adjustment Policy Schedule 97MF18130727 Effective Date: 05/01/2025**

Registration/VIN Number	Type (Use)	Description	NCD Years	Cover	GVW (Kg) / CC	Value (£)	Year	Breakdown	AD Excess (£)	F&T Excess (£)	W/S Excess (£)	Main Driver	Additional Driver(s)	Clause(s) Applying	Overnight Postcode
HF72YMD	GV (T1)	TOYOTA - PROACE EV ICON L1 50 KWH 134BHP VAN 2 SIDE L1 ELECTRIC AUTOMATIC 2WD 3100KG GVW 1225KG MAX PAYLOAD	5+	COMP	0cc	30,000	2022	N	250	250	150	1	2		CF72 9QA
AJ19WRA	AG	TYM 293 Tractor, Tractor - Agricultural	5+	COMP		16,000	2019	N	250	250	150	Open	Open	FTMF025	CF72 9QA

**TYPE** "PC" – Private Car "GV" – Goods Carrying Vehicle "ST" – Special Types Vehicle "AG" – Agricultural Vehicle "MC" - Motorcycle

**(USE)** "T1" – Carriage of Own Goods "T2" – Carriage of Goods for Hire or Reward

**COVER** "COMP" – Comprehensive Cover "TPF&T" – Third Party Fire & Theft "TPO" – Third Party Only "ADF&T" – Accidental Damage, Fire & Theft (including Laid Up) Only "F&T" – Fire & Theft (including Laid Up) Only

**EXCESS** "AD" – Accidental Damage (including Laid up) Only "F&T" – Fire & Theft (including Laid Up) Only "WS" – Glass Replacement

Provided that the vehicles above belong to **you** or are hired, leased or lent to **you** EXCLUDING any Motor Vehicle

(i) owned by or hired, leased or lent to an employee of **you**

(ii) hired or leased to a customer of **you**

## Your Minifleet (including Single Business Vehicle) Policy Schedule *continued*

Policy Number 97MF18130727 Cover *continued*

---

### General Clauses (Applying to ALL Vehicles)

#### FTMF029 Additional Theft Excess

Where your vehicle is any model of Land Rover or Range Rover and its **market value** is £25,000 or over, in the event of any loss of, or damage to, **your vehicle** (including its **accessories** and spare parts) caused by **theft**, an additional excess will apply to **your** claim, calculated as five percent of the **market value** of **your vehicle** at the time of loss.

This additional **excess** applies in addition to any other **excess** stated in the **schedule**.

This **clause** applies in addition to any other **clause(s)** stated in the **schedule**.

### Vehicle Clauses (Applying only to the Vehicles where indicated in the Schedule Vehicle table)

#### FTMF025 - Increased Excess for persons aged 20 years or under

If your vehicle is lost stolen or damaged you must pay the excess shown in your schedule. Except for Fire and Theft claims, this excess amount will be increased to the following amounts if the person driving your vehicle is aged 20 years or under:

Excess Amount shown in your schedule:	Increased Excess Applicable:
£250	£550
£500	£800
£750	£1050

## Appendix 11

To receive a report on the 2024 Over 60's Christmas Lunches and to approve the payment of final costs.

Council previously resolved the following:

**2024/241**

**RESOLVED**

To approve the following costs for the 2024 Senior Citizen's Christmas Lunches:

200 towards raffle prizes with the working group being responsible for purchasing (Via the officers of the Council).

£100 donation to schools for entertainment

£200 payment for school bus transport for Brynnau Primary School

£100 towards the cost of printing posters/banners.

In addition approval is sought to pay the following costs:

- To clarify that a donation of £100 EACH to be paid to both Brynnau and Llanharan Primary schools for entertainment
- To clarify that the payment alluded to above "*£200 payment for school bus transport for Brynnau Primary School*" relates to the bus costs for both Brynnau Primary School and for the transport arranged on the day for residents of Brynna.
- Proposal: To increase this amount to £230 to cover the actual cost of the busses.
- To pay the Cresta caterers costs of £5,209.58 for the cost of catering. (202 heads x £25.79/head + VAT)



## Appendix 12

To consider approving the purchase of a petrol jetwash. The previously approved purchase needing to be revised, the item being of stock.

Council has previously resolved the following:

### ***2024/270 Purchasing a petrol jetwash***

#### **RESOLVED**

To purchase a petrol jetwash to allow Council staff to efficiently clean Community assets such as bush-shelters, benches etc... and to authorise to the officers to spend up to £649.95 from Screwfix.

However, this item has been out of stock for a number of months and does not appear to be available from screwfix. The item previously listed for £699.99 on the Karcher website is now listed at £777.60

#### Proposal:

To authorise the purchase of the item from Toolstation at a cost of £699.98 with an approximate 10% contingency, approving the officers to spend up to a total of £770.

## **Appendix 13**

### **Written motion:**

To consider a written motion to instruct the Clerk to write to RCTCBC highways to request the reinstatement of the previously removed cattle grid on Danygraig Road along with the adjoining gate, there being considered a risk to public safety from livestock at Llanharan square.

**Proposer:** Cllr Robert Smith

## **Appendix 14**

### **Written motion:**

Written motion to instruct the Clerk to write to RCTCBC highways highlighting the issue of excessive surface water running down Danygraig Road during and following periods of heavy rain. To request that RCTCBC identify the existing surface water drains and to carry out cleaning of those drains as soon as possible. For the Clerk to also request a copy of the drawings showing the location of the drains along the length of Danygraig Road.

**Proposer: Cllr Robert Smith**

## Appendix 15

### Written motion:

#### Motion:

To only allow working groups to conduct their business via WhatsApp (or other messaging platforms) where each and every member of that working group gives their consent for that method of communication to be used.

If consent is not obtained from each and every member of that working group, then the business of the working group must be conducted via other means (either via face to face meetings or Zoom meetings) and any written communication or the sharing of documents must be carried out via alternative methods (eg email or hard copy). Thus allowing all members to participate fully\*.

*\*Note: In this case, whilst the Council cannot prevent groups of individuals setting up their own informal WhatsApp groups, any information relevant to the formal business of the working group must also be disseminated via other means AND no decisions should be made via the WhatsApp group, rather a meeting of the working group (face to face or zoom) should be convened where all members are able to share information, participate in discussions and fully contribute to the work of the group.*

And for the Standing Orders of the Council be altered accordingly to reflect this.

### **Background**

A number of whatsapp groups have been setup for working groups of the council. Members who do not routinely use WhatsApp or prefer to communicate differently may feel excluded from the work of the group and be unable to participate in the work of the group.

The Council's standing orders state that:

21.6 The Advisory / Working Groups shall operate on an informal basis.

21.7 Their operation shall be outside the scope and requirements of the Local Government (Access to Information) Act and the Council's Standing Orders.

21.10 Date, Time and Location: - Unless pre-set by the forming Committee or the Council, the date and time shall be decided by the Chair of the Working Group in consultation with its members at a location that is deemed appropriate to hold such a meeting.

21.14 Order of Business: -

21.14.1 - Except as otherwise provided elsewhere in these Standing Orders, the order of business at the meeting shall be as determined by the Chair of the Working Group in consultation with its members.

21.18 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.

21.23 Voting:-

21.24 There will be no formal voting on any issues.

21.25 The chair may request a show of hands to gather a sense of feeling over an issue and/or recommendation for reporting purposes only.

The tone of the standing orders currently is to allow the Chair of a working group (in consultation with the members) scope to make decisions on the date, time, location and implicitly the method of conducting the business.

The Elections (Wales) Act 2021 allows Councillors to request paper copies of meeting agendas and papers – Whilst WhatsApp and other similar methods of communication are not included, the spirit of the legislation is to ensure access to democracy for ALL, regardless of their preferred method of doing so.

The information Commissioner has said that the use of WhatsApp posed risks for transparency since members.....and officials..... who wished to avoid scrutiny might use WhatsApp despite there being official channels. Transparency campaigners have challenged the practice in court.

**Proposer:** Cllr Mark Steer

## Appendix 16

To note quotations received to resurface the path adjacent to the steps situated on Enterprise Way. The work having been engaged and carried out under delegated authority by the Clerk.

Council had previously resolved the following:

**2024/182** Improvements to the surface of the path way along the path adjacent with the newly constructed steps on enterprise way

### **RESOLVED**

To improve the surface of the path way adjacent with the newly constructed steps on enterprise way by replacing the 'gravel' surface with asphalt and approving a spend of up to £2,850. This matter delegated to the Clerk of the Council in consultation with the Chair given the urgent nature of the work. The Clerk to obtain quotations to obtain best value and to report to Council should the Clerk and Chair select a quote that is not the cheapest giving an explanation as to why the cheapest quote was not selected. Thus suspending financial regulation 4.1 and having the effect of increasing the spend limit for clause 4.1b to £2,850.

The Clerk was able to obtain 2 Quotations. 2 other vendors did not respond to quotation requests.

The work was carried out selecting the cheapest quote.

**Proposal: To suspend Financial Regulation 11.3e)ii with regards this contract.**

11.3e)

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.

# MT TARMAC

## QUOTE



CN::15052293  
Tel 01656 730564.  
Mob 07557366170

Genevieve CF34 9LD  
Maesteg Road

UTR NO 1113058339

Email- [marktabor@outlook.com](mailto:marktabor@outlook.com)

DATE OF 15/07/24

Vat no 240043070

### Customer Information:

Billing Address		Customer Address:	
Company:		Company:	.
Name:		Name:	
Address:		Address:	
Post Code		Post Code	

Cost for:-

To surface path near steps on Enterprise Way

Total £2850

Many thanks  
M tabor  
MtTarmac

Bank details :- TSB. MTTARMAC  
Sort code-30-66-95  
Account number- 22063660

NOTE- \* NEW BANKING DETAILS\*  
All invoices are payable 28 days after invoice date.

Eric Averill – Contractor  
Cae Helyg Farm  
Pant Hirwaun  
Bryncethin  
CF32 9YJ  
☎ 01656 720 519  
☎ 07855 016 073



Llanharan Community Council  
Chapel Road  
Llanharan  
Pontyclun  
CF72 9QA

23<sup>rd</sup> April 2024

**For the attention of Mr. Leigh Smith**

Dear Sirs,

**Re: Proposed footpath works, Enterprise Way, Llanharan.**

We thank you for your recent enquiry and have pleasure in detailing below our quotation for your kind consideration.

To excavate existing stone path and cart away all surplus material, supply and fix 100 x 25 mm, tanalised edging board adjacent to existing fence, grade hardore and compact and supply and lay 50mm. thick base coat and 25mm. thick wearing coat tarmac and roll.  
Leave site clean and tidy on completion.

**All for the sum of £ 6,500.00**

The above quotation is fixed for a period of 28 days.

*E. Averill*  
Eric Averill



## Appendix 17

### **To consider whether to formally comment on pending pre-planning consultations or planning applications.**

Members are reminded that objections should only be submitted when objecting on material grounds. No other objections will be taken into account by RCT officers.

Material considerations can include (but are not limited to):

- Overlooking/loss of privacy
- Loss of light or overshadowing
- Parking
- Highway safety
- Traffic
- Noise
- Effect on listed building and conservation area
- Layout and density of building
- Design, appearance and materials
- Government policy
- Disabled persons' access
- Proposals in the Development Plan
- Previous planning decisions (including appeal decisions)
- Nature conservation

However, issues such as loss of view, or negative effect on the value of properties are not material considerations.

There is no set list defining material considerations, your Local Planning Authority will decide what is deemed to be 'material'.

Planning matters are sent to members as they are received. Where the deadline for the submission of comments falls after the next council meeting and a member wishes to bring a motion for the council to formally comment on an application, they should inform the Clerk and the Clerk will apply for an extension to the deadline for submission of comments.



To: Llanharan Community Council  
Community Councillor

Date: 8th January 2025  
Our Ref: 24/1265/FUL  
Please ask for: James Emery  
Telephone: 01443 281130  
Email: james.emery@rctcbc.gov.uk

Dear Councillor,

**TOWN AND COUNTRY PLANNING ACT 1990**

**Fy Nghyf/My Ref:**  
**Datblygiad Arfaethedig / Proposal:**

24/1265/FUL

Five-year temporary consent for a proposed Ecohub timber structure, stone dust footpath and associated works.

**Lleoliad / Location**

Llanharan Drop In Centre, Bridgend Road,  
Llanharan, Rhondda Cynon Taf CF72 9RD

***CONSULTATION - COMMENTS TO BE RECEIVED BY: 29.01.2025..***

I have received this application for permission to develop under the above act. I should be grateful if your Council would return any observations you may have concerning the application to me by the above date.

Please bear in mind that any observations received may be disclosed to the applicant or otherwise made public in the normal course of the Council's business.

Yours faithfully

*James Emery*

Planning Officer

**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.