



## **LLANHARAN COMMUNITY COUNCIL**

**Minutes of the Open Spaces Committee, Rights of Way and Allotments Committee (ORA) held remotely at 7.00pm on Tuesday 7<sup>th</sup> February 2023**

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

**Present:**

**Councillors:** Mark Steer (Chair), Janine Turner, Chris Parker, Neil Feist, Helen Donnan.

**Clerk to the Council:** Leigh Smith

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

**Apologies received:** Cllr Helen Donnan. Olie Wicks.

**Absent without apologies:** None

**ORA2023/001 Welcome, introductions, and apologies for absence**

The Chair welcomed everyone to the meeting.

Apologies were received from Olie Wicks.

**ORA2023/002 Disclosures of Interests**

Councillor Neil Feist declared a personal interest with regards to agenda item 8  
**(Minute references ORA2023/008)**

**ORA2023/003 Public speaking slot**

None



## **ORA2023/004 Minutes**

### ***RESOLVED***

The minutes of the ORA Committee meeting held remotely on Tuesday 6th December 2022 at 7.00pm were approved as a true and accurate record of the meeting.

### **ORA2023/005 Matters arising**

None

### **ORA2023/006 ORA Action plan**

Noted.

### **ORA2023/007 Stone hamlet/ward gateways**

#### ***RECOMMENDED***

That the Clerk design a draft public consultation to garner ideas for the location and/or design of hamlet/ward gateways in the community and for the draft to be presented to the ORA Committee for approval.

### **ORA2023/008 Survey of Jubilee Street allotment plot-holder's RE site security**

Noted.

### **ORA2023/009 Condition of pavements from Enterprise Way to the shops**

Noted.

This and other pavement issues have been taken forward by Cllr Turner in her capacity as County Borough Councillor.

### **ORA2023/010 CGI's Tree Planting Programme**

#### ***RECOMMENDED***



That the Clerk to contact GCI to check on the detailed process for applying for trees including what specific information they require.

### **ORA2023/011 Improvements to a section of Danygraig Road**

#### ***RECOMMENDED***

Councillors Turner and Donnan to meet with RCTCBC highways officers to investigate potential options for the road.

### **ORA2022/060 Urgent items for information or items for future agenda.**

#### ***RECOMMENDED***

Future agenda to include training on basic tree safety training for staff and interested members.

**There being no further business the meeting closed at 9.45pm.**

**The next meeting will be held on 4<sup>th</sup> April 2023**

Councillor Mark Steer  
Chair of the ORA Committee



## **LLANHARAN COMMUNITY COUNCIL**

### **Minutes of the Open Spaces Committee, Rights of Way and Allotments Committee (ORA) held remotely at 7.00pm on Tuesday 16<sup>th</sup> August 2022**

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

**Present:**

**Councillors:** Mark Steer (Chair), Janine Turner, Chris Parker, Neil Feist.

**Clerk to the Council:** Leigh Smith

**Office Administrator:** Lisa Phillips.

**Apologies received:** Cllr Helen Donnan. Olie Wicks.

**Absent without apologies:** None

#### **ORA2022/046 Welcome, introductions, and apologies for absence**

The Chair welcomed everyone to the meeting.

Apologies were received from Cllr Helen Donnan.

Apologies were received from Olie Wicks.

#### **RESOLVED**

To accept Councillor Helen Donnan's reasons for apology as a valid reason.

#### **ORA2022/047 Disclosures of Interests**

Councillor Neil Feist declared a personal interest with regards to agenda items 8 and 8a (Minute references ORA2022/053 and ORA2022/054)



## **ORA2022/048 Minutes**

### **RESOLVED**

The minutes of the ORA Committee meeting held remotely on Tuesday 16<sup>th</sup> August 2022 at 7.00pm were approved as a true and accurate record of the meeting.

### **ORA2022/049 Matters arising**

None

### **ORA2022/050 ORA Action plan**

Noted.

### **ORA2022/051 Public speaking slot**

None

### **ORA2022/052 Quotations received for the repair of footpaths**

#### **RECOMMENDED**

That subject to the prior receipt of appropriate public liability insurance certificates Vendor B be awarded the work 'Footpath to the North of Talyfarn Lane' and the Clerk be approved a spend of £5,800 + 5% contingency = £6,090

For the project to be funded using CIL funds if eligible, the Clerk to confirm with RCTCBC.

The Clerk to seek a commitment from RCTCBC to fund 50% of the cost of the project.

Councillor Neil Feist requested that the minutes record that he voted against the recommendation.

#### **RECOMMENDED**

That subject to the prior receipt of appropriate public liability insurance certificates Vendor A be awarded the work "Improvements to the southern end of RAN17/5 on Enterprise Way' and the Clerk be approved a spend of £8,500 + 10% contingency = £9,350.

For the project to be funded using CIL funds if eligible, the Clerk to confirm with RCTCBC.

Councillor Neil Feist requested that the minutes record that he voted against the recommendation.



**ORA2022/053 Delegated authority extended to the Clerk of the Council with regards to the management of allotments.**

***RECOMMENDED***

That the procedure set out in Appendix 4 presented to this meeting be adopted subject to the following alterations:

- For the procedure to be explicit that any appeal from a plot-holder regarding the revocation of the right to keep birds does not prevent or forestall the urgent removal of those birds.
- For the role of 'Responsible person' to fall to the sitting Chair of the ORA Committee. Or the Deputy Chair in their absence. Provided that there is no interest or conflict that may make this inappropriate.

**ORA2022/054 Security arrangements at allotment sites.**

***RECOMMENDED***

For the Clerk to carryout a survey of Jubilee Street plot-holders in order to ascertain their views on current security arrangements at the Jubilee Street allotment site. A report to be presented to the next ORA Committee.

**ORA2022/055 Ground conditions on Bridleway PSM40/4 between Bethlehem View and Brynna Woods.**

Noted.

**ORA2022/055 PSM32/1 near Gellifedi Road**

***RECOMMENDED***

That the Clerk formally write to RCTCBC Rights of Way Officers to request a site meeting to consider PSM31 and PSM32.

**ORA2022/056 Steps in the alleyway between Bridgend Road and Parc View**

***RECOMMENDED***

That the Clerk take steps to register the land in the name of the Community Council, paying any registration fees accordingly.



#### **ORA2022/057 Placement of Swift nest boxes**

##### ***RECOMMENDED***

That Councillor Mark Steer engage the 3 local primary schools and other local groups to assist in identifying swift nesting sites.

#### **ORA2022/058 area of rough ground near the bench next to Haran Roofing**

##### ***RECOMMENDED***

That the Clerk take steps to register the land in the name of the Community Council, paying any registration fees accordingly.

#### **ORA2022/059 Leaflet of walking routes around the community.**

##### ***RECOMMENDED***

That the Clerk purchase an annual subscription to OS Maps online up to a cost of £60 for the year.

##### ***RECOMMENDED***

For a budget of £1000 to be allocated to this project and for the Clerk to be authorised to spend up to that amount.

##### ***RECOMMENDED***

For the Clerk to enquire whether the project is applicable for CIL funding. If so for the project to be funded from CIL funds. If not for the funds to be taken from the general reserve.

##### ***RECOMMENDED***

For the Clerk to engage a graphical designer to produce a draft mock-up of route 1 to demonstrate what is achievable.

#### **ORA 2022/059 Japanese knotweed in the community.**

##### ***RECOMMENDED***

That Council does not proceed with the training of staff in the treatment of Japanese Knotweed at this time.



**RECOMMENDED**

That Tim Jones of the Wildlife Trust be considered to provide a quotation when knotweed work is undertaken.

**ORA2022/060 Urgent items for information.**

None.

**There being no further business the meeting closed at 9.30pm.**

**The next meeting will be held on 7<sup>th</sup> February 2023**

Councillor Mark Steer  
Chair of the ORA Committee





## Llanharan Community Council - ORA Action Plan. 31.1.23

Action no	Date added	Category	From	Action	Notes	Status	Owner
88	3.12.2020	ORA		ROW cemetery path - Check process to formalise as permissive path	Emailed JB 30.7.21		LS
2020/232h	19.2.2021	Full Council	ORA	That a draft leaflet/factsheet be produced containing information outlining the rights and responsibilities of landowners, RCT, The Community Council and members of the public.	To be progressed once ROW database progress made.		LS
2020/2321	19.2.2021	Full Council	ORA	That a draft leaflet/factsheet be produced containing information on popular or interesting walking routes around the community.	In progress. Duuplicated action.	completed	LS
2021/053	16.6.2021	Full Council	ORA	ORA2021/025 Footpath to the north of Talyfan Road (RAN 6/1) Recommended – The Project Officer/Assistant Clerk to obtain quotes to infill the damaged section of the path with suitably sized aggregate to provide stability and drainage.	Met with RCTCBC in January to agree Spec. Awaiting quotes.	Completed	LS
2021/053	16.6.2021	Full Council	ORA	ORA2021/027 Footpath north of the newly installed path to the north of Llanharan Cemetery. (PSM53/2) Recommended - Project Officer/Assistant Clerk to approach RCTCBC to enquire whether a joint approach/cost share could be agreed to carry out repairs.	Written to RCTCBC to enquire on a joint approach. 13.7.21  RCTCBC have responded verbally indicating that they would be open to sharing the Cost. project Officer to obtain an estimate. Awaiting other quotes. Note: RCTCBC have now carried out the work.	Completed	LS
2021/053	16.6.2021	Full Council	ORA	ORA2021/031 Consider PSM32/1 near Gellifedi Road Recommended - Project Officer/Assistant Clerk to enquire with RCTCBC whether a diversion order was ever submitted and/or processed.	Written to RCTCBC on 13.7.21 and again in August 21 and again Feb 22. Awaiting formal response. Response received. RCT responded June 2022 to report no record of a diversion application received or processed.	Completed	LS
2021/053	16.6.2021	Full Council	ORA	ORA2021/035 Steps in the alley between Bridgend Road and Parc Bryn Derwyn. Recommended – That the Project Officer/Assistant Clerk approaches the Land registry to discover the due process to claim ownership of the lane and steps so that the Community Council can maintain them.	Contacted Land Registry on 16 Feb 22. Ref 220216-321997. Awaiting response. Application form obtained and to be completed.		LS
		Full council	ORA	ORA2021/049 Book-swap stations Recommended That the Project Officer/Assistant Clerk liaise with interested parties to develop a community plan showing where book swap stations could be placed, how they would be managed and what funds would be requested from the Community Council.	Member of the public assisting. Awaiting response. Edit Nov 22. The member of the public has disengaged. No further progress. Project closed.	Completed	LS
		Full council	ORA	Recommended That the Project Officer/Assistant Clerk liaise with interested parties to obtain designs and a price for a suitable outdoor cabinet to be sighted at Mountain Hare.	Member of the public assisting with obtaining quotes. Awaiting response. MOP disengaged, Project closed.	Completed	LS
ORA2021/041	24.9.21	ORA	ORA	The minutes of the ORA Committee meeting held remotely on Tuesday 8th June 2021 at 7.00pm were approved as a true and accurate record of proceedings subject to the following amendments to minute reference ORA2021/35 Steps in the alley between Bridgend Road and Parc Bryn Derwyn To be changed to: Steps in the alley between Bridgend Road and Parc View	Change them and reissue on website and sharepoint	Completed	
2021/097a		Full Council	ORA	RESOLVED (RE Decorative sculptures): That the artist be invited to a site meeting at Brynna Woods with members of the ORA Committee to discuss concepts and costs	Awaiting prices from CW. Summer 2022. The artist is currently abroad working on a project. May 22 - A second artist has been approached. The Clerk to provide Chris Woods with notes on what was required. Chris Woods has provided costings, drawings to follow. Sept 2. Order placed Nov 2022. Project underway, several pieces fitted.	Completed	LS

2022/010	20.1.22	Full Council	ORA	<p>ORA2021/068 Ground conditions on Bridleway PSM40/4</p> <p>RESOLVED</p> <p>With regards to the asphalt section leading immediately from Bethlehem View, the Clerk to approach the relevant landowners to enquire about their attitude to allowing improvement works to be carried out in principle. The Clerk to also check access rights, easements etc... over the land.</p>	Duplicated action. See 2022/050	Completed	LS
2021/013	20.1.22	Full Council	ORA	<p>RESOLVED</p> <p>To retain the existing plan for the purchase and placement of Christmas decorations in 2022</p>	Negotiate price and contract for submission to Council within Budget £26k. Working group returning to FC July to request approval for budget increase. Budget increase agreed. WG to go to audit for authority to spend. Order placed.	Completed	LS
2021/013	20.1.22	Full Council	ORA	<p>RESOLVED</p> <p>The Clerk to gather background information and carry out a feasibility study (Christmas decorations) with a view to presenting options to council for budgeting in late 2022 in preparation for budget 2023/24 and Christmas 2023 in relation to the following areas:</p> <p>New Road (A473); Lanley estate; Enterprise Way.</p>			LS
2021/014	20.1.22	Full Council	ORA	<p>RESOLVED</p> <p>To form a working group to examine purchase and placement of summer plants with a view to presenting options to council for budgeting in late 2022 in preparation for budget 2023/24 and summer 2023.</p>	Form working group. On agenda of FC meetings until resolved.		LS
2022/038	18.2.22	Full Council	ORA	<p>RESOLVED</p> <p>Assuming the consent and permission of interested parties, to provide and externally mount public access defibrillators at the following locations (as shown on the plan presented in appendix 11 of this meeting):</p> <p>Brynna Community Centre; Bryncae Community Centre; New Road; L'Oreal layby.</p> <p>Plus a further unit to be mounted between Lonydd Glas and St Illids Meadow.</p> <p>The Community Council to register as guardians for these defibrillators and carry out the appropriate inspections and replacement of consumables etc...</p> <p>Costs approved up to £1400 per unit (defibrillator and cabinet) which may be met from CIL funds.</p> <p>The Clerk to investigate grant opportunities to offset cost.</p>	<p>Look for funding sources.</p> <p>Make purchases accordingly using CIL funds.</p> <p>Defibs received June 22. Awaiting replacement cabinets.</p> <p>Replacement cabinets received Sept 22. To be fitted. Completed</p>	Completed	LS
2022/038	18.2.22	Full Council	ORA	<p>RESOLVED</p> <p>The Clerk to enquire with Llanharan RFC and The Welfare Hall trustees whether these organisations would be prepared to allow the Community Council to mount their defibrillators externally nearby and/or take on guardianship. The costs of purchasing cabinets also approved.</p>	Welfare Ground happy to have mounted externally (Public access) but will remain Gauradian. Llanharan RFC accept in principle and will get back to us. Awaiting cabinet. Cabinet now received, To be fitted. Welfare ground fitted their own and retain their own guardianship.		LS
2022/040	18.2.22	Full Council	ORA	<p>RESOLVED</p> <p>To purchase a replacement, wheelchair-friendly picnic bench for up to a cost of £450 plus £120 fitting.</p>	Purchase bench and arrange fitting. Delivery to be made to site. Coordinate with contractor. Obtain permission RCT parks dept. Note: Need a note on minutes to approve for CIL. LS contacted LA to chase Jan 23		LS
2022/050	18.3.22	Full council	ORA	<p>ORA2022/007 Popular or interesting walking routes around the community.</p> <p>RECOMMENDED</p> <p>The Clerk to produce a draft leaflet showing 'Route 1'.</p>	Liaise with MS and historical leaflet RE Features. Include mileage, difficulty level. (eh RAG? Hilly?) Look at Llantrisant Bunny walks (Ramblers) leaflet for examples. Copies to JB. Superseded by a subsequent resolution	completed	LS

2022/050	18.3.22	Full council	ORA	<p>ORA2022/008 Changes to the allotment tenancy agreements (Notice periods and allowance of Hens on Bridgend Road allotments) RESOLVED</p> <p>That the template allotment tenancy agreement be amended as per the suggested text (in red shown in Appendix Four presented to the ORA Committee held on 1st March 2022), or similar.</p> <p>And that....</p> <p>That the Council's policy with regards to those clauses changes immediately to reflect the changes and that newly issued tenancy agreements reflect those changes, but that the Council does NOT physically re-issue tenancy agreements until the next scheduled re-issue in December 2022 but rather writes to current plot-holders to inform them of the policy change and impending changes to tenancy agreements.</p>	<p>Clerk to contact plotholders. Notification of allowance of the keeping of Poultry given - Signage placed on allotment gates. New documents issued Jan 23</p>	completed	LS
2022/050	18.3.22	Full council	ORA	<p>ORA2022/009 Design for steps regarding improvements to the southern end of RAN17/5 on Enterprise Way.</p> <p>RECOMMENDED</p> <p>That the design is adopted as per that in the accompanying paper, but that the steps be of concrete construction, with lower side walls and incorporate key-clamp style handrails.</p>	<p>Quote accepted and job awarded to Eric Avril.</p> <p>LS checking with RCT and landowner on spec and practicalities. Jan 23 - Job awarded. LS chasing RCT</p>		LS
2022/050	18.3.22	Full council	ORA	<p>ORA2022/010 pathway to the picnic bench, MUGA and Skatepark at Oakbrook play area.</p> <p>RECOMMENDED</p> <p>That the design in the accompanying paper be accepted subject to consultation with RCTCBC regarding the specification and obtaining of the relevant permissions and for the picnic bench be situated outside of the fenced-off playpark area</p>	<p>Speak to Lisa Austin at RCTCBC. Width, material etc.. Specifically for disabled access. And for permission to do the work. Need a note to make a CIL project Minute). LS chased LA for spec Jan 23</p>		LS
2022/050	18.3.22	Full council	ORA	<p>ORA2022/011 Disabled access to play areas in the community</p> <p>RECOMMENDED</p> <p>That before the matter is progressed further that RCTCBC parks are consulted on specification of gates (existing and future) for disabled access. Furthermore that disabled members of the community, including wheelchair users are engaged on the findings of the survey. On completion of this work an updated report to be submitted to the ORA Committee.</p>	<p>Speak to Lisa Austin RE spec for gates - existing and future.</p> <p>Look for engagement from wheelchair user(s). Review report and resubmit to ORA</p> <p>Jan 23 update. It appears all parks are accessible. LS chasing RCT survey and report from LA Jan 23</p>		LS
2022/050	18.3.22	Full council	ORA	<p>ORA2022/012 Bridleway PSM40/4, approach to Brynna Woods from Bethlehem view.</p> <p>RESOLVED</p> <p>That pending formal approval from the landowners, as described in the accompanying paper, a non-slip surface material be overlaid over the asphalt in a 1.5m wide strip from the joint on the drain cover to the joint in the road. The colour to be chosen by the landowner and approval given to spend £450 from CIL funds for the project with the project to be added to the CIL123 list and Active Project list.</p>	<p>Proceed. Booked for completion early October. Clerk to reconfirm with landowner consent given. Consent withdrawn by landowner Oct 22. RCTCBC ROW investigating options.</p>		LS

2022/155	22.7.2022	Full council	ORA	2022/155 Recommendations of ORA Committee, Thursday 9th June 2022 RESOLVED ORA2022/023 Alternative arrangements for the commissioning of carvings for Brynna Woods. That the Clerk approach 'Wildboar carvings' and other artists to seek alternatives to Chris Woods to provide carvings for Brynna Woods.	Clerk to find notes regarding the meeting and resend them to Chris Woods. Chris Woods has provided a price list. To be presented to ORA. Order now placed and project in progress.	Completed	
2022/155	22.7.2022	Full council	ORA	RESOLVED ORA2022/024 Japanese knotweed in the community. That members of the Community Council maintenance team attend training in the management of Japanese knotweed so that they are licenced to deal with Japanese knotweed on Community Council land. The Clerk to enquire with RCT regarding availability, scope and cost of such training.	Contacted both RCT and Bridgend college in June. Bridgend college have responded with costs. Awaiting response from RCT nudged 12.8.22 cost prohibitive Council resolved to discontinue Dec 22	Completed	
2022/155	22.7.2022	Full council	ORA	RESOLVED That the Community Council identify where outbreaks are on RCTCBC land and take ownership of engaging RCTCBC to manage the outbreaks themselves. (Note: If the Community Council staff are able to become trained and competent in the management of Japanese knotweed it is possible that the Community Council could attempt to negotiate a service level agreement (SLA) to manage outbreaks on RCT's behalf, if desired by the Council it is recommended that this potential proposal be deferred until some future date).	Contacted both RCT in June, Awaiting responses. Quantify which areas of survey are on RCT/CC land.		
2022/155	22.7.2022	Full council	ORA	RESOLVED Whilst the Community Council cannot charge the public for services at this time, if its staff are to become trained and competent it could offer a 'without prejudice' advisory service to the public where Japanese knotweed appears on private land. And/or keep a list of contractors who may be able to assist private landowners.			
2022/155	22.7.2022	Full council	ORA	RESOLVED The Clerk to contact RCTCBC and Bridgend College to enquire on training RE Japanese knotweed for maintenance staff.	Contacted both RCT and Bridgend college in June. Bridgend college have responded with costs. Awaiting response from RCT nudged 12.8.22. costs now received from Bridgend Cole ORA to be updated at the next meeting. Cost prohibitive. Council resolved to discontinue.	completed	
2022/155	22.7.2022	Full council	ORA	RESOLVED The Clerk to obtain leaflets and/or factsheets to keep at the Council office for members of the public.		completed	
2022/155	22.7.2022	Full council	ORA	RESOLVED ORA2022/025 Area of ground near the bench adjacent to the Haran roofing building. That the Clerk contact RCTCBC highways to enquire whether they own the land.	Send email TE 11.8.22. Area appears to be unregistered. RCT report it could be considered highway and if so they have no objection. To be added to next ORA agenda. Action superseded.	Completed	
2022/155	22.7.2022	Full council	ORA	RESOLVED ORA2022/027 RCT 'Action for nature website'. That Councillor Mark Steer be proposed as the Community Council's official liaison to the website.	Clerk to ask Cllr Steer to inform website accordingly.	Completed	
2022/155	22.7.2022	Full council	ORA	RESOLVED ORA2022/028 Lighting of fires on allotment plots. That the Clerk contacts plot-holders to trial the allowance of fires at any time of day during the months of November through to and including February. Fires to be prohibited at any other time. The trial to be undertaken on a voluntary basis with the consent of plot-holders with no changes to the tenancy agreements at this time. That the Clerk post notices to remind plot holders at the appropriate time of year to remind them that regardless of what material is burned on fires, they must not cause a nuisance to local residents	Trial in place. Physical Notices and social media posts completed.	Completed	

2022/183	30.9.2022	Full council	ORA	<p>2022/183 Recommendations of the ORA Committee held on 16th August 2022.</p> <p>RESOLVED The Clerk to write to RCT planning department to investigate whether the planning consent for the menage has been fully satisfied with regards to the public rights of way affected and to RCT rights of way to enquire whether enforcement action is planned regarding the reopening of PSM32/1.</p>	Examination of planning consent shows that the diversion of the paths was not a condition of planning. But rather was contained in advice to the applicant. Have emailed Jason Bragg to enquire on intention to take enforcement action.	Completed	LS
2022/183	30.9.2022	Full Council	ORA	<p>RESOLVED That in principle a policy be adopted that trees will be addressed should they overshadow plots, however each case will be assessed on its merits with near-neighbours and others consulted.</p>	Invstigate PE plot and plot 31		LS
2022/183	30.9.2022	Full council	ORA	<p>RESOLVED That the Clerk refer to the Environment(Wales) Act 2016 – Section 6, Biodiversity duty when preparing the Council's draft strategic action plan, and that the Council's actions with regards to Japanese knotweed, funding of the Wildlife trust and other actions are included as examples of compliance with the duty</p>	Write the action plan.		LS
2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED That subject to the prior receipt of appropriate public liability insurance certificates MT Tarmac be awarded the work 'Footpath to the North of Talyfarn Lane' and the Clerk be approved a spend of £5,800 + 5% contingency = £6,090 For the project to be funded using CIL funds if eligible, the Clerk to confirm with RCTCBC. The Clerk to seek a commitment from RCTCBC to fund 50% of the cost of the project.</p>	Arrange to see farmer, obtain copy of insurance. Proceed. Work commencing 16th Jan 23	Completed	LS
2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED That subject to the prior receipt of appropriate public liability insurance certificates Eric Avril be awarded the work 'Improvements to the southern end of RAN17/5 on Enterprise Way' and the Clerk be approved a spend of £8,500 + 10% contingency = £9,350. For the project to be funded using CIL funds if eligible, the Clerk to confirm with RCTCBC.</p>	Check spec with RCTCBC highways, obtain copy of insurance. Proceed. Clerk chased RCTCBC Jan 23 RE spec.		LS
2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED Delegated authority extended to the Clerk of the Council with regards to the management of allotments. That the procedure set out and presented to this meeting be adopted subject to the following alterations: • For the procedure to be explicit that any appeal from a plot-holder regarding the revocation of the right to keep birds does not prevent or forestall the urgent removal of those birds.  • For the role of 'Responsible person' to fall to the sitting Chair of the ORA Committee. Or the Deputy Chair in their absence. Provided that there is no interest or conflict that may make this inappropriate.</p>	Put into 2023 tenacy agreement/Hen policy. Added as an addendum to hen policy.	Completed	LS
2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED Security arrangements at allotment sites. For the Clerk to carry out a survey of Jubilee Street plot-holders in order to ascertain their views on current security arrangements at the Jubilee Street allotment site. A report to be presented to the next ORA Committee.</p>	LS to canvass.		LS
2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED PSM32/1 near Gellifedi Road That the Clerk formally write to RCTCBC Rights of Way Officers to request a site meeting to consider PSM31 and PSM32.</p>	The Clerk emailed JB 16th January 2023. Awaiting response. Agreed. LS to obtain residents contact details.		LS

2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED</p> <p>Steps in the alleyway between Bridgend Road and Parc View.</p> <p>That the Clerk take steps to register the land in the name of the Community Council, paying any registration fees accordingly.</p>			LS
2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED</p> <p>Area of rough ground near the bench next to Haran Roofing.</p> <p>That the Clerk take steps to register the land in the name of the Community Council, paying any registration fees accordingly.</p>			LS
2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED</p> <p>Leaflet of walking routes around the community.</p> <p>That the Clerk purchase an annual subscription to OS Maps online up to a cost of £60 for the year.</p> <p>RESOLVED</p> <p>For a budget of £1000 to be allocated to this project and for the Clerk to be authorised to spend up to that amount.</p> <p>RESOLVED</p> <p>For the Clerk to enquire whether the project is applicable for CIL funding. If so for the project to be funded from CIL funds. If not for the funds to be taken from the general reserve.</p> <p>RESOLVED</p> <p>For the Clerk to engage a graphical designer to produce a draft mock-up of route 1 to demonstrate what is achievable.</p>			LS

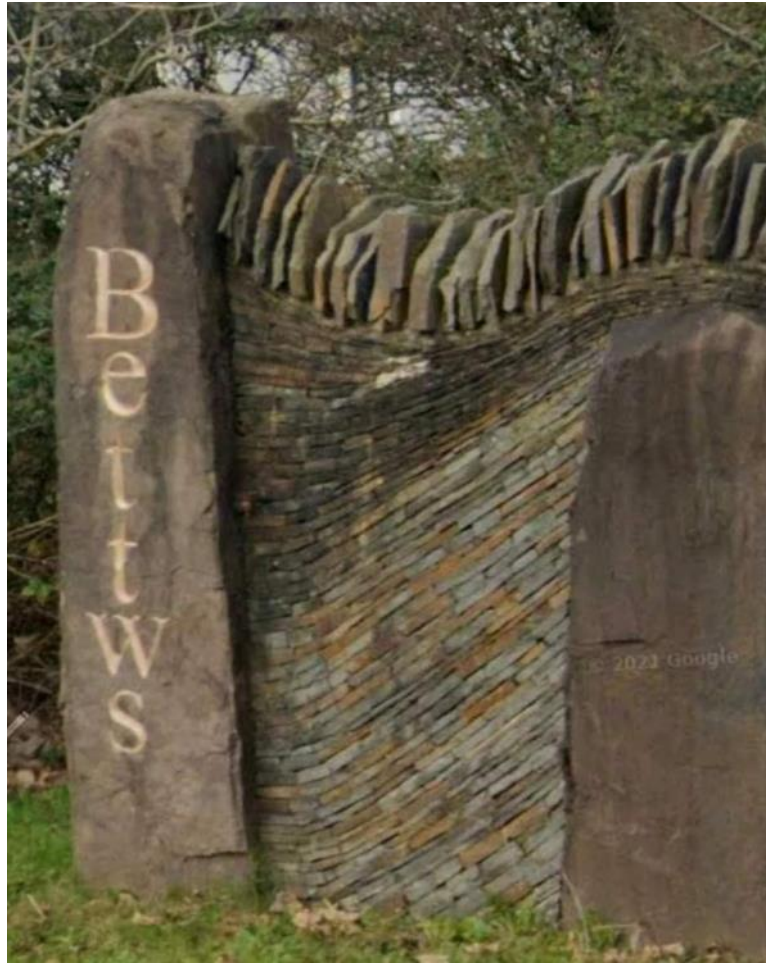
## Appendix 3

### Stone hamlet/ward gateways

A member has requested that the condition consider Village gateway signs are replaced with stone hamlet/ward gateway signs (See photographs below for examples) using CIL funds.







Officer's note: A similar scheme of works was proposed by a member in July 2020, at that time the Council determined to hold back any proposals until after completion of the bypass.

Council is not bound by this decision.



## **Appendix 4**

### **Survey of Jubilee Street allotment plot-holder's views of site security**

No of plot-holders who chose to respond to survey = 11

5 plotholders did not respond (several attempts were made to telephone them).

#### Questions asked.

Are you satisfied with the security arrangements at the allotment? Y/N

If No

Specifically what security upgrades would you like to see put in place at the allotment?

#### Results

11 respondents answered that yes they were satisfied with security arrangements.

0 respondents answered no.

However, comments were made from several respondent regarding the fact that often the gate is left open.

One respondent commented that the hedge on the south side can get a little thin during the winter months.

## Appendix 5

### **Condition of the pavement from Enterprise way to the parade of shops (Co op etc).**

A member has requested that the condition of the pavement from Enterprise Way to the shops (Co-op etc...) be considered by Council. In particular the difficulty that some disabled members of the community encounter using this path.

### **Condition of pavement**



### Proposal

For the Community Council to resolve to write a formal letter to RCTCBC highways department requesting that the pavement is fixed urgently.

## Appendix 6

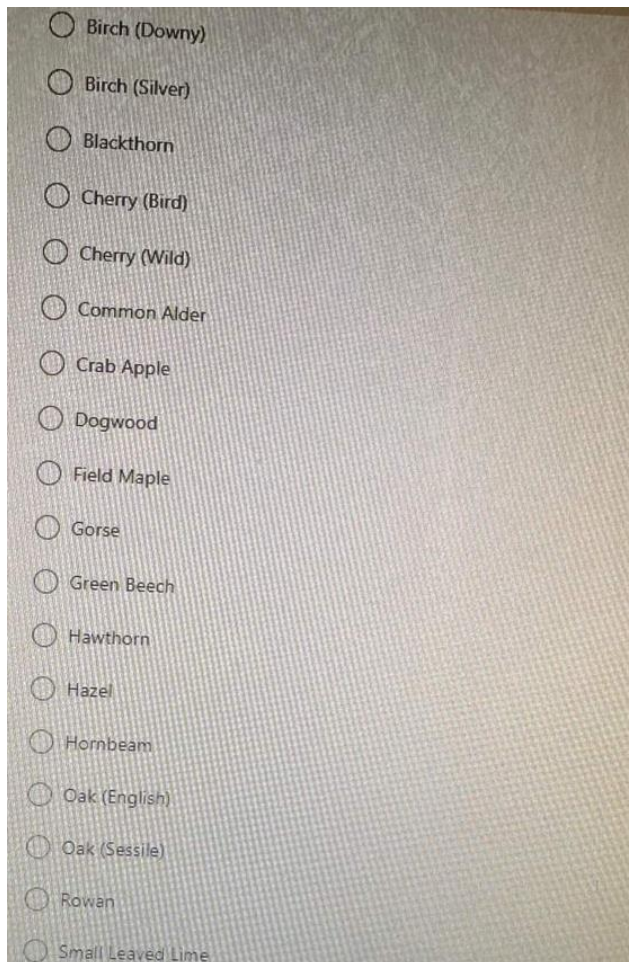
### CGI Tree donation scheme

A member has proposed that the Council consider applying for the CGI tree community donation scheme.

See Appendix 6a for further details or the following link:

<https://www.cgi.com/uk/en-gb/article/responsible-business/cgi-tree-planting-programme>

The following species are potentially available:





## Appendix 6a

[Services](#) ▾[Industries](#) ▾[Insights](#)[Careers](#)[Mergers](#)[Contact](#) [United Kingdom](#)

ARTICLE

### CGI's Tree Planting Programme - supporting local environments and communities

2 min read



Trees are of vital importance to many aspects of our lives. Whether it's providing homes to thousands of insects, removing excess CO<sub>2</sub> from our atmosphere and converting it into oxygen, preventing flooding from rivers and streams or being a natural playground for children to climb, trees support day-to-day life as we know it. We recognise the importance of reforestation, forest conservation and local tree planting to protect our planet.

At CGI UK, we've run a community tree planting programme since 2019; each planting season donating native British tree species to local communities across the UK. Since the programme began, the initiative has seen 10,000 trees donated, with a further 5,500 pledged for winter 2022. Combined with our [2019 reforestation of land in the Scottish Borders](#) to help tackle climate change where 5,500 trees were planted – one for every UK member, this will see over 20,000 trees planted since 2019 by CGI either directly or through our community programme.



Our programme enables CGI members to nominate local community groups where they live and work to receive donations. Our donations in the past three years have gone to over 150 communities including nature centres and conservation groups, schools and colleges, community projects and farms, town councils, refuge centres, temples, and parks and villages.

We work with [Carbon Footprint](#) to ensure all trees donated are native British species to support local biodiversity and wildlife, encouraging nature to flourish whilst being sustainable for the future of our planet.

We've collaborated with clients, [including Smart DCC](#), encouraging them to nominate communities to receive donations from our programme, to further the impact of our initiative and celebrate our shared environmental values. We have assisted with planting days for our communities alongside clients.

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Recognising the mental health and wellbeing benefits of volunteering, we give all members one day a year to volunteer how they choose. For many, volunteering at a planting day alongside communities and clients gives them a chance to get out of the office, be part of and appreciate nature, and see first-hand the impact CGI are having on the world around them.

We look forward to our programme growing further in winter 2022.

## **Appendix 7**

### **To consider improvements to a section of Danygraig Road in conjunction with RCTCBC Highways Department**

Danygraig Road runs from Mill Lane, Llanharan in a mostly northerly direction joining Coed Bychan Lane. It is marked as an adopted road in its entirety on RCT My Maps.

The section from Mill Lane to the entrance to Argoed Edwin farm (SS9999 8389) is a single-track tarmacked road. From there for about 350m the surface is very stony and difficult to walk. At SS9982 8420 there is an unlocked field gate which leads onto a well-used fairly reasonable farm track leading to Coed Bychan Lane (SS9968 8470).

This road is one of the old parish roads which would have been used to reach communities to the north of Llanharan including Thomastown and Gilfach Goch.

If the rough section was improved then it would be an excellent route for pedestrians, cyclists and equestrians to reach the Taff Ely Ridgeway Walk and other public rights of ways to the north of Llanharan. Photos attached.

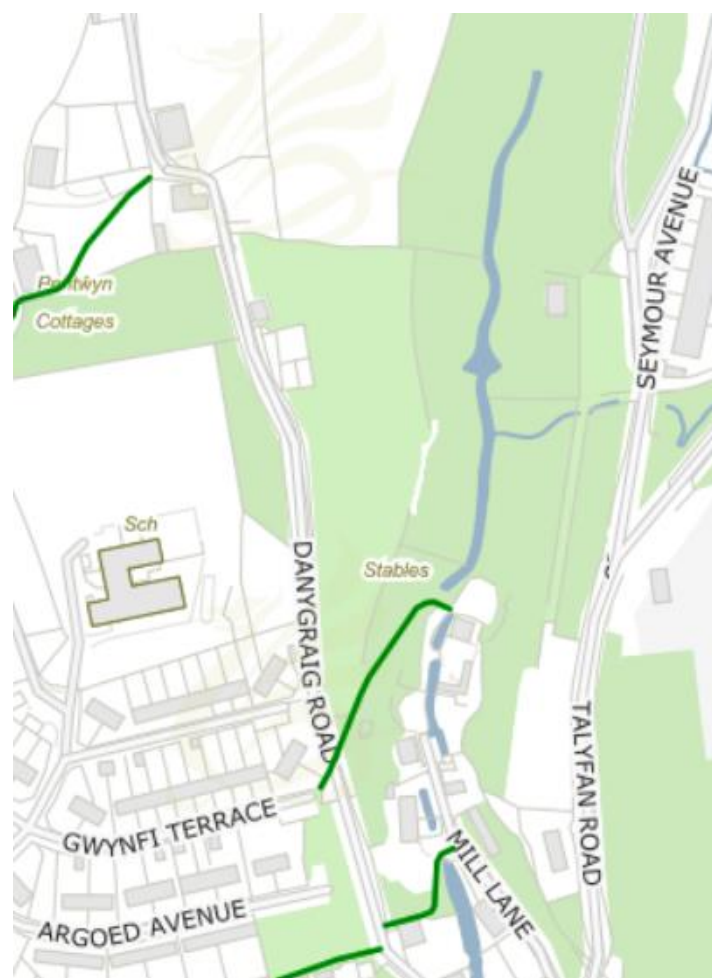
### **Proposal**

To seek CIL funds and additional funding from RCTCBC Highways Department to improve the rough section of Danygraig Road.

(Photographs below)

Councillor Mark Steer

05/02/2023









Officer's note:

This matter was previously addressed by Council (In around 2020).

An RCTCBC highways officer visited the site together with interested members.

At that time the officer determined that whilst the northern section of the route was in a similar condition to that shown in the photographs above, due to the scale of the work required they declined to commit funds to its repair.

Note: It is not known if the Community Council was committing CIL funds to the project or requesting full funding from RCTCBC.