



LLANHARAN COMMUNITY COUNCIL

Minutes of the Open Spaces, Rights of Way and Allotments Committee (ORA) Meeting held remotely at 7.00pm on Tuesday 4th November 2025

The meeting was held on a remote basis in accordance with:

The Local Government and Elections (Wales) Act 2021

Present: Councillors: Mark Steer (Chair), Neil Feist, Robert Smith, Will Thomas.

Clerk to the Council: Leigh Smith

Assistant Clerk: Rebecca Jenkins

Apologies received: None

Absent: Chris Parker

ORA2025/060 Welcome and Apologies for Absence

The Chair welcomed everyone to the meeting.

ORA2025/061 Disclosures of Personal and Prejudicial Interests

Cllr Neil Feist declared a general personal interest, jointly holding an allotment tenancy on a council site and being a member of cycling UK.

ORA 2025/062 Public Speaking Slot

None.

ORA2025/063 Minutes of the ORA Committee meeting 25th September 2025

RESOLVED

The minutes of the ORA Committee meeting held on 25th September 2025 were approved as a true and accurate record



ORA2025/064 ORA Committee Action Plan

Noted.

ORA2025/065 Verbal update on the progress of the Walking and Multiuser Leaflets Working Group

No update

ORA2025/066 Verbal update on the progress of the Hamlet/Ward Gateway Working Group

No update.

**ORA2025/067 Improvements to woodland area at Meadow Rise open space
*RECOMMENDED***

To instruct the officers to arrange for the grounds team to install a wire fence along the Gellifedi Road boundary, and authorising a spend of up to £468

ORA2025/068 Verbal update on the One Voice Wales Local Places for Nature meeting on Section 6 Biodiversity duties

Noted

ORA2025/069 Urgent Items for Information or Items Suggested to the Clerk for Future Agenda

A proposal for a wild flower meadow on the Mountain Hare play area.

A proposal for replacement of moribund trees at the Meadow Rise play area.

There being no further business, the meeting closed at 7.30pm

The next meeting is scheduled for 8th January 2026.



LLANHARAN COMMUNITY COUNCIL

Minutes of the Open Spaces, Rights of Way and Allotments Committee (ORA) Meeting held remotely at 7.00pm on Thursday 25th September 2025

The meeting was held on a remote basis in accordance with:

The Local Government and Elections (Wales) Act 2021

Present: Councilors: Mark Steer (Chair), Neil Feist, Chris Parker, Robert Smith, Will Thomas.

Clerk to the Council: Leigh Smith

Assistant Clerk: Rebecca Jenkins

Apologies received: None

Absent: None

ORA2025/046 Welcome and Apologies for Absence

The Chair welcomed everyone to the meeting.

ORA2025/047 Disclosures of Personal and Prejudicial Interests

Cllr Neil Feist declared a general personal interest, jointly holding an allotment tenancy on a council site and being a member of cycling UK.

Cllr Neil Feist declared a personal and prejudicial interest regarding agenda item 13 (Minute reference ORA2025/58).

ORA 2025/048 Public Speaking Slot

None.

ORA2025/049 Minutes of the ORA Committee meeting 3rd July 2025



RESOLVED

The minutes of the ORA Committee meeting held on 3rd July 2025 were approved as a true and accurate record

ORA2025/050 ORA Committee Action Plan

Noted.

Councillor Neil Feist left the meeting.

ORA2025/051 Request from an allotment tenant to install a pigeon loft

a) RECOMMENDED

That the Council consider adopting a policy to prohibit the keeping of pigeons on allotments and for this to be added to the council's tenancy agreement.

b) RECOMMENDED

To defer the decision on the individual tenant's request until Council has considered the above recommendation.

Councillor Neil Feist rejoined the meeting.

ORA2025/052 RoSPA Playground Inspection Training held 28th August 2025

Noted

ORA2025/053 Verbal update on the One Voice Wales Local Places for Nature pilot survey of LCC amenity grasslands

Noted

ORA2025/054 Verbal update on the potential to enhance biodiversity at the Meadow Rise play area.

Noted

ORA2025/055 Verbal update on the progress of the Walking and Multiuser Leaflets Working Group

No update

ORA2025/056 Verbal update on the progress of the Hamlet/Ward Gateway Working Group



Noted.

ORA2025/057 Exclude the press and public

RESOLVED

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

Councillor Neil Feist left the meeting.

ORA2025/058 Eviction from an allotment plot

RESOLVED

To authorise the Officers to issue an eviction notice including details of the Council's appeals process to the tenant of plot 13 at Jubilee Street allotment site, subject to the appeals process.

Councillor Neil Feist rejoined the meeting.

ORA2025/059 Urgent Items for Information or Items Suggested to the Clerk for Future Agenda

None.

There being no further business, the meeting closed at 8.00pm

The next meeting is scheduled for 27th November 2025.



LLANHARAN COMMUNITY COUNCIL

Minutes of the Open Spaces, Rights of Way and Allotments Committee (ORA) Meeting held remotely at 7.00pm on Tuesday 3rd July 2025

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

Present: Councilors: Mark Steer (Chair), Neil Feist, Chris Parker, Robert Smith.

Clerk to the Council: Leigh Smith

Assistant Clerk: Rebecca Jenkins

Apologies received: Will Thomas.

Absent: None

ORA2025/031 Welcome and Apologies for Absence

The Chair welcomed everyone to the meeting.

RESOLVED

That the reason proffered with Cllr Will Thomas' apology for absence be accepted as a valid reason for absence.

ORA2025/032 Disclosures of Personal and Prejudicial Interests

Cllr Neil Feist declared a general personal interest, jointly holding an allotment tenancy on a council site and being a member of cycling UK.

ORA 2025/033 Public Speaking Slot

None.

ORA2025/034 Minutes of the ORA Committee meeting 1st April 2025



RESOLVED

The minutes of the ORA Committee meeting held on 1st April 2025 were approved as a true and accurate record

ORA2025/0 35Correspondence

None.

ORA2025/036 ORA Committee Action Plan

Noted.

ORA2025/037 Verbal update on the progress of the Walking and Multiuser Leaflets Working Group

Noted.

ORA2025/0 38Verbal update on the progress of the Hamlet/Ward Gateway Working Group

Noted.

ORA2025/039 Verbal update on the potential to enhance biodiversity at the Meadow Rise play area.

Noted.

ORA2025/40 Inspection results of the Council's playgrounds carried out in June 2025

Noted.

ORA2025/041 Results of the Tree inspections carried out in April 2025

Noted.

ORA2025/042 increasing the cost allocation for training for staff and others for playground inspections.

RECOMMENDED

To authorise the officers to spend up to £1,000 to facilitate playground inspection training for LCC staff and other interested parties. Final costs to be ascertained and reported once firm commitments received from other councils to share cost.



ORA2025/043 Exclude the press and public

RESOLVED

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

Cllr Neil Feist wished the minutes to record the fact that he did not participate in the vote on the following item of business.

ORA2025/044 Eviction from an allotment plot

RESOLVED

Not to evict the tenant at this stage. The Clerk to write to the tenant to inform them that the plot must not be allowed to fall into a state of neglect at any time in the future and to remain in compliance with clause 5 of the tenancy agreement at all times, should they fail to do so then their potential eviction will be brought back before the committee. The Clerk to inspect the plot regularly to ensure standards are maintained.

ORA2025/045 Urgent Items for Information or Items Suggested to the Clerk for Future Agenda

None.

There being no further business, the meeting closed at 8.20pm

The next meeting is scheduled for 25th September 2025.



Llanharan Community Council - ORA Committee Action plan

Action no	Date added	Category	From	Action	Notes	Status	Owner
88	3.12.2020	ORA	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
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 our work/enforcement accordingly. I am happy to arrange a meeting but this is unlikely to happen over the coming weeks due to current work load. ' No progress. currently with RCTCBC.		LS
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.		LS
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.		LS
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 dimensions of required gate and consent from landowner. Cllr Steer engaging with landowner. June 2024. HOLD		LS
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 received from 1, awaiting response from other. Have telephoned second landowner but awaiting response. Cllr Steer directly engaging landowners. June 2024, HOLD		LS

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.		LS
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.		LS
2024/135	21.06.2024	Full Council	ORA	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).	Clerk to add to the draft of the 2025 tenancy agreement. Note: 2025 agreement the same as the previous year. This to be added to the next revision. Done as version 4.	Completed	RJ
2024/135	21.06.2024	Full Council	ORA	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.	Obtain consent from RCTCBC and / /or landowner. Issue instruction to senior grounds person. RCT contacted 27.3.25 Landowner contacted Feb 25 - Awaiting consent. Nudged 9.5.25 Meeting offered my management company to take place July 25. Permission given to proceed. Inform Sharon of area to be sown so the grass is not cut there.		LS
2024/135	21.06.2024	Full Council	ORA	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.	Monitor monthly report progress to ORA. Checked early July 24 - Good progress. March 25 - Some limited progress following a period of inactivity. Referral to ORA July 2025		LS
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.			RJ

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.. WG arranged visit to site by skatepark provider for July 25.		LS
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.	Pending. Current demand low. Engagement exercise to be planned for later in the year given current resources and time constraints.		LS
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) b) RESOLVED For the Clerk to arrange the appropriate ROSPA training for 2 employees and 1 member during 2025 in order to ensure those carrying out the weekly inspections are 'trained and competent', for the officers to be authorised to spend up to £500 on this training. It is proposed to provide this training during Summer 2025.	Provider contacted for a quote 25.6.25 . Other interested attendees have been identified to attend/share cost and quotation received. Training undertaken 28/08/2025		LS
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) c) RESOLVED ORA2025/010 To proceed with placing a bus shelter at the High Corner bus stop and to authorise the officers to spend up to £5,000 to facilitate the project and any consultation with interested parties via RCTCBC. The money to be taken from CIL funds if resolved by council following a recommendation of the CIL Committee, otherwise a virement to be made from general reserves.	Instructed RCT to proceed. March 25. Nudged June 2025, awaiting progress report.		LS
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) f) RESOLVED ORA2025/012. To install signage on the new barriers at the Western End of the Meadow Rise Open Space stating, "Beware of traffic on road." For the Clerk to take advice on placement from RCTCBC highways.	RCT consulted, awaiting response. 26.6.25		LS
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) g) RESOLVED ORA2025/013 To carry out some in-house maintenance work on the path at the western end of Tan Y Bryn Bridleway.	Informed maintenance staff. In workflow.		LS
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) h) RESOLVED ORA2025/014 Removal of Collapsed Fence on the Northern Boundary of Tan Y Bryn Bridleway. To approach the owners of the fence the northern boundary of Tan Y Bryn Bridleway for consent for Council staff to remove the damaged section of fencing.	Clerk to approach landowner		LS
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) i) RESOLVED ORA2025/016 Removal of Barriers between Meadow Rise and PSM53/2 To attempt to identify the landowner and to approach them and other interested parties for consent to remove the anti-motorcycle barriers on the permissive path between Meadow Rise and PSM53/2. If consent obtained or it is not possible to identify the landowner following reasonable attempts to do so, to remove the barriers.	Informed maintenance staff. In workflow.		LS

ORA2025/044	03.07.2025	ORA	ORA	ORA2025/044 Eviction from an allotment plot RESOLVED Not to evict the tenant at this stage. The Clerk to write to the tenant to inform them that the plot must not be allowed to fall into a state of neglect at any time in the future and to remain in compliance with clause 5 of the tenancy agreement at all times, should they fail to do so then their potential eviction will be brought back before the committee The Clerk to inspect the plot regularly to ensure standards are maintained.		Noted	NA
2025/177	18.07.2025	Full Council	ORA	2025/177 Resolutions and recommendations of the ORA Committee held 3rd July 2025 RESOLVED To authorise the officers to spend up to £1,000 to facilitate playground inspection training for LCC staff and other interested parties. Final costs to be ascertained and reported once firm commitments received from other councils to share cost.	Training booked for 28th August 2025. LS, WT, PB, PH. Two delegates from Maesteg Town Council attended to share cost		LS

Appendix 3

Keeping pigeons – a review

Pro: Keeping pigeons is an old tradition that does not have many outlets locally, and this is an opportunity to give a member of the community something they have asked for.

Con: The National Allotments Society does not allow the keeping of pigeons. The spread of avian flu is a concern due to the mobility of pigeons compared to chickens.

There might be an issue with contamination on restoring the land to a regular plot, if the pigeon loft is poorly managed.

RCTCBC confirms that planning permission would have to be obtained for the construction of a new loft.

Other councils

Negatives

Bristol City Council bans all livestock other than chickens and rabbits.
(<https://www.bristol.gov.uk/files/documents/6220-allotment-tenants-handbook/file>).

Cardiff City Council bans the keeping of all livestock ([Cardiff-Allotment-Guide.pdf](#)).

Positives

Maltby Town Council has a separate pigeon loft away from regular allotments. On a regular allotment, they suggest an end plot to minimise contact with other plots. They are happy to offer further advice – contact assistantclerk@maltbytowncouncil.co.uk.

Concise guidelines from Renfrewshire council:

- You must have proof of your current membership of a recognised pigeon society.
- You must get permission from your neighbours.
- You must keep the loft clean and in a good state of repair.
- You must not allow the pigeons to annoy your neighbours or cause a nuisance.
- The maximum allowed size of any loft is: height 4m, length 3m, width 2.5m.
- If you end your tenancy, you must undertake to remove the pigeon loft and reinstate the ground, to the satisfaction of the Officers.
- If you fail to do this the work will be carried out by the Council, and you will be responsible for the costs.

([Permission_Keeping_Pigeons.pdf](#))

Here are some other, longer examples of policies.

York Allotments [Guidelines-for-Poultry-and-Pigeons-on-Allotments.pdf](#)

Maltby Town Council [20220105-Pigeon-Lofts-and-Keeping-Pigeons-Policy-O.pdf](#)

Welfare principles

A policy must promote the following standards:

- a suitable environment
- a suitable diet
- to be able to exhibit normal behaviour patterns
- to be housed with, or apart, from other animals
- to be protected from pain, suffering, injury and disease.

RSPCA guidelines

PIGEON LOFTS AND RACING PIGEONS

All pigeon fanciers, in order to race their pigeons against others, need to be a member of a pigeon racing club. These standards have been produced in conjunction with the Royal Pigeon Racing Association, but there are other associations, or homing unions which also govern the sport. In case of serious problems with a loft, or abandoned pigeons, these organisations, as well as the RSPCA, may be able to help.

The loft

Any pigeon loft should be well maintained, and free of any obvious damage, or structural irregularities which could cause damage to the birds. It would probably be at a minimum 12-14 ft long, about 7ft high and 7ft deep, and would need to include access to perches and nest boxes. The roof should be watertight and the whole interior free from damp. Ideally it should be raised from the ground to prevent access by vermin. Apart from the traps to allow entry of returning pigeons the loft should be made inaccessible to wild birds. The loft should face as near south as possible, allowing the birds to bask in the sun, but otherwise should be of draught-free construction. A landing board outside the loft should be provided. Internally it should be divided into two compartments for the birds, although with the means to open the whole area up as one when necessary. They may be additionally food or equipment storage areas. In the spring nesting bowls will be placed in the nest boxes (provided), but during the remainder of the year perches can be in use. All equipment should be well-constructed and maintained and capable of being thoroughly cleaned when necessary. Water fountains and feed troughs will need to be supplied for each compartment, as will a pigeon bath and small pots for grit and other nutritional supplements. Equipment for cleaning should be readily available. A well-run loft will not show signs of accumulated

dirt; droppings, old feathers or general dirt. There will always be available a good supply of clean fresh water, suitable bedding material, and a regular food supply. Grit should be provided. Pigeons should be allowed free exercise for some periods most days, although the details of this will vary amongst different fanciers and their locations. A typical 14 x 7ft loft normally gives enough space to house around 60 birds, 30 old birds and 30 young birds. They should all have a nesting box and perch available so overcrowding is not a problem.

Feeding and management

There are many different ways of feeding pigeons, all of which may be acceptable. However, it seems to be agreed that regularity is important and that the birds should be fed at the same times each day. It is common practice for the birds to become hungry before the next feed time, and this is acceptable, provided that the feed is supplied on a regular basis. Feed should be dust free and be a mixture of hard corn, peas and beans although this may be varied at certain times during the racing season to build the pigeons up. It should be stored in vermin-proof containers and should not appear stale. Grit should always be readily accessible and it is advisable also to supply a mixture of mineral salts. Similarly exercise times and cleaning times should be the same each day, so that the birds have an established routine. Many fanciers allow their birds free exercise for several hours most days, but this will vary with the weather, training and breeding programmes and local conditions. The breeding season starts in January or early February and continues until May or June. The birds are paired up and will be confined to the nest boxes for short periods. The fancier will manage the breeding programme by removing unwanted eggs and replacing them with either pot eggs or old, non-fertile eggs. Records should be kept of all breeding, and indiscriminate breeding should be avoided. Young birds are normally fitted with a leg ring at seven days old. It is normal practice to race the birds whilst they are also rearing their young.

Siting of the loft

Lofts are usually sited with a south facing aspect, and should be raised on brick piers to prevent rot and also reduce the access for vermin. If lofts are sited on the owner's land then the normal planning laws will apply. If they are sited on rented land, the landlord must be in agreement with the use of the land for a pigeon loft and the normal planning regulations should be followed. This would be particularly applicable if the loft was to be sited on local authority land, particularly allotments. Landlords may apply additional conditions which should be complied with. Loft owners should take precautions to ensure that the movement of other people or their animals which have access to the land cannot gain entry to the loft, or interfere with it in such a way as the pigeons are disturbed. They should also be aware that if the pigeons are allowed free flight, they may cause annoyance to neighbours and this should be prevented as far as possible.

MR P MORRIS
21 PARK BRYN DERWEN,
LLANHARAN,
CF72 9TT.
☎ 01443 230441

Llanharan Community Council.

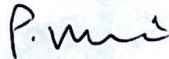
20th August 2025

Dear Sir /Madam.

In relation to Plot 6 Jubilee Street Allotments, I Peter Morris would like to apply for permission to construct a small pigeon loft to enable me to keep and fly pigeons. Trusting you will view this application favourably.

Awaiting your earliest response.

Yours sincerely

P Morris. 

Havachat Bungalow,

Mwyndy,

Pontyclun

CF728PN

22/09/2025

Dear Sir/Madam,

I hope this letter finds you well.

I am writing on behalf of Mr Peter Morris (aged 76) of 21, Park Bryn Derwen, Llanharan CF 72 9TT to formally request permission to convert a container (25ft x 8ft) into a pigeon loft which has already been in existence on this land for the last ten years. This is located at Plot 6, Jubilee Street, Llanharan which measures 30metres long by 10metres wide. I understand this requires approval from your council and Peter is happy to comply with all the relevant guidelines and policies.

The proposed pigeon loft will be used for the keeping and caring of racing pigeons which was a previous hobby of Peter and his family who flew pigeons back in the late seventies and eighties in Robert Street, Llanharan which is located 50 metres from the said allotment. Although a few changes will be made to the design of the said building such as traps and aviaries to accommodate the pigeons Peter will ensure that the loft is maintained in good order and does not cause any inconvenience to neighbouring plot holders or the wider community. In fact, Peter has already spoken to the adjoining plot holders who have all indicated they are in favour of his new proposal.

I have known Peter for over 50 years; Peter was married to his late wife for 28 years who was an invalid and cared for her until her death. Peter has suffered from depression in recent years and would dearly love to race his pigeons once again and fly in a local club belonging to the South West Glamorgan Federation for which I am Chairman. This Federation has been in existence for almost 100 years.

If necessary, Peter would be happy to meet with council representatives on site to discuss this proposal further.

Thank you for considering this request and I look forward to your response and am happy to provide any additional information needed to assist in your decision-making process.

Yours faithfully,



John David BSc (Hons); C Eng; MICE; PGCE

Chartered Civil Engineer & Retired University Lecturer



Coedy Tor trees is a small scale tree nursery in Cowbridge using permaculture principles to grow predominantly native trees with local provenance. All seeds are collected by hand within 3 miles of the nursery where they are nurtured into saplings.

Common name	Height in cm	Singles	Unit price for 20+
Alder	40-60	£1.90	£1.65
Birch - downy	40-60	£1.90	£1.65
Birch - Silver	40-60	£1.90	£1.65
Beech	40-60	£2.50	£2.00
Blackthorn	40-60	£1.90	£1.65
Crab apple	40-80	£2.00	£1.80
Cherry Wild	40-80	£2.00	£1.80
Damson	40-60	£2.00	£1.80
Dogwood	40-40	£1.90	£1.65
Elder	40-60	£1.90	£1.65
Field Maple	40-60	£2.50	£2.20
Hazel	40-60	£2.50	£2.20
Hawthorn	40-60	£1.90	£1.65
Hornbeam	40-60	£2.50	£2.00
Guilder rose	40-50	£2.00	£1.80
Rowan	40-60	£2.00	£1.80
Oak - Pendunculate	40-60	£2.50	£2.20
Flowering Quince	40-60	£2.00	£1.80
Sweet Chestnut	40-60	£2.50	£2.20
Spindel	40-60	£2.50	£2.00
Wych Elm	40-60	£2.50	£2.00

Also available are 20-40cm trees in most species for 20-50p cheaper per tree and bigger trees in pots for £5 each and up.

Please email evans_nj@hotmail.com for more information on sales.
Or visit www.facebook.com/coedytortrees to find out more about the nursery

For locally grafted apple tree's visit
<https://ediculture.org/forest-gardening/apple-trees/>

Appendix 5

CONFIDENTIAL

To consider evicting the tenant from Plot 13, Jubilee Street.

Proposal:

The Clerk having written to the tenant to inform them that the plot must not be allowed to fall into a state of neglect at any time in the future and to remain in compliance with clause 5 of the tenancy agreement at all times, and warning that should they fail to do so then their potential eviction will be brought back before the committee;

The plot having been inspected on two occasions and found to be in a condition of neglect;

To issue one month's notice of eviction to the tenant, Mr Neale Young together with details of the Council's appeal process.

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

Any appeal to be heard at the next Full Council meeting.

Mr Neale Young
26 Hillside Avenue,
Llanharan
CF72 9PG

22/09/2025

Dear Mr Young

Jubilee Street allotment - plot 13

Notice of meeting to consider your eviction

In the summer of 2021 following complaints from members of the public I engaged with you regarding the welfare of hens kept on the plots and the lack of cultivation of the plots (at that time you held both plot 12 and plot 13).

In July 2021 I carried daily monitoring on the plots where it became evident that the terms of the poultry Welfare Policy were being breached. I formally revoked your permissions to keep birds on the site and the birds were removed to an appropriate new location.

I continued to engage with you until the summer of 2022. No significant cultivation of the plot appeared to have taken place over a 12-month period and the plot was in a poor condition. In August 2022 I negotiated with you to surrender one of the plots and to continue with one plot on the proviso that the plot was cultivated and kept in a reasonable condition. Plot 12 was surrendered. I visited the site on 9th March 2023 and found that the plot was in a poor state of repair with no apparent significant cultivation having taken place.

January 2024 I wrote to you regarding the lack of activity on your plot over the past year and the then general condition of the plot. At that time I issued you with a 3-month improvement notice under clause 5c) of your tenancy agreement and in line with clause 11b).

I gave you 3 months' notice to take action to bring the plot back to a reasonable condition and to show evidence of cultivation on the plot.

At the end of May 2024 I inspected the plot and found no evidence of improvement or activity.

Following the Council's eviction policies, and given due notice of the meetings to consider the matter, I wrote to you in October 2023 to inform you that the Council had resolved to evict you from the plot. (Resolution 2023/061).

The Council then resolved to rescind that decision and to cancel the eviction under the following circumstances:

- The Clerk draws up an action plan containing specific, achievable and time bound actions to return the plot to an acceptable standard. (This plan to be approved by the Chair of the ORA committee before implementation and updated and formally reviewed by the ORA Committee at each ORA Committee meeting).
- The Clerk to closely monitor the plot to ensure reasonable attendance and cultivation of the plot for the year 2024 and to ensure that the plot does not lapse back into a state of disrepair.
- That the plot-holder commits to meeting the Clerk on site monthly at a mutually convenient time but during standard office hours between 9am and 5.30pm so that progress can be reviewed to the satisfaction of the Clerk. The plot holder's attendance at the plot to be monitored so as far as possible to ensure regular attendance and that the plot is being sufficiently cultivated. Should the plot holder miss any of the agreed meeting dates and times, or any deadlines given in the action plan, and/or the non-cultivation of the plot continues to prove unacceptable then they understand that an eviction process is likely to be instigated under the relevant terms of the tenancy agreement.
- The Clerk to inform the plot-holder verbally as soon as is practicable and issue a letter to the plot-holder superseding the eviction notice already issued and outlining the terms of this proposal (or any amended proposal) with a legally enforceable warning that failure to comply with any deadlines given in the action plan or failure to reasonably attend and cultivate the plot may lead to an eviction process being instigated. The Clerk to suitably word the letter and carry out all actions within their delegated powers as usual.

Your plot was formerly inspected by the Clerk and the Chair of the ORA Committee on the following dates and with the following outcomes:

8th April 2024 – Satisfactory progress made to clear debris as required by the action plan. Request to show evidence of cultivation thereafter.

2nd May 2024 – Some limited progress and evidence of cultivation.

8th October 2024 – Some limited progress and evidence of cultivation.

A series of informal inspections have also been carried out through 2024 and 2025 to date with no significant progress or cultivation evident.

Following complaints from a member of the public, the Chair and I carried out an inspection on 19th June 2025 and found the plot to be in a very poor condition.

The plot was extremely overgrown and did not appear to have been accessed in some time, evidenced by the growth of weeds against both the front gate and the rear gate and the height of the weeds which cover the entirety of the plot.

There was evidence that there had been no cultivation on the plot for some considerable time despite the fact that the growing season was well in progress.

You presented a written statement and photographs to a meeting of the Council's ORA Committee held on 3rd July 2025 where your potential eviction was considered the Committee Resolved the following:

ORA2025/0 Eviction from an allotment plot

RESOLVED

Not to evict the tenant at this stage. The Clerk to write to the tenant to inform them that the plot must not be allowed to fall into a state of neglect at any time in the future and to remain in compliance with clause 5 of the tenancy agreement at all times, should they fail to do so then their potential eviction will be brought back before the committee The Clerk to inspect the plot regularly to ensure standards are maintained.

I wrote to you to inform you of this following the meeting.

Further inspections were carried out by the Chair of the ORA Committee and the Clerk on the 20th August 2025 and again on 1st September 2025. On both occasions the plot did not appear to have been cultivated or tended, being overgrown and unkempt. Furthermore the areas of newly planted beds, photographs of which you submitted to the Committee in July, were found to be untended. The inspection of 1st September 2025 found the beds to be completely overgrown. I have inspected the area again today (22nd September 2025) and found no change to the condition of the plot and no evidence of cultivation or significant attendance at the plot.

Therefore at the next meeting of the Council's ORA Committee to be held at 7pm on 25th September 2025 your potential eviction will be considered.

I invite you to attend this meeting to address members should you wish to do so. Alternatively I invite you to present a written submission for the Committee to take into account when making their decision.

Should you wish to attend the meeting you may do so using the online Zoom joining details shown below:

Join Zoom Meeting
<https://us06web.zoom.us/j/89334730337?pwd=VPzdaqcJAX5cstGPayQclQfHZxQ4vG.1>

Meeting ID: 893 3473 0337
Passcode: 049940

I have also emailed these joining details to the email address you have registered with us.

You may speak at this meeting but will not be present when the Committee debates the issue or votes.

If you wish to present a written submission you must provide me with that submission via email or by posting to the Community Council Office at 2A Chapel Road, Llanharan, CF72 9QA to be received by mid-day on Wednesday 24th September 2025.

This meeting decide whether you should be evicted under the following clauses of your 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)

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

If you have any questions, please do not hesitate to contact me.

Yours sincerely,

Leigh Smith

Clerk to the Community Council

Clerk@Llanharan-cc.gov.wales

01443 231430/07769266675

Photographs taken 19th June 2025







Photographs provided by you prior to the ORA Committee meeting held 3rd July 2025





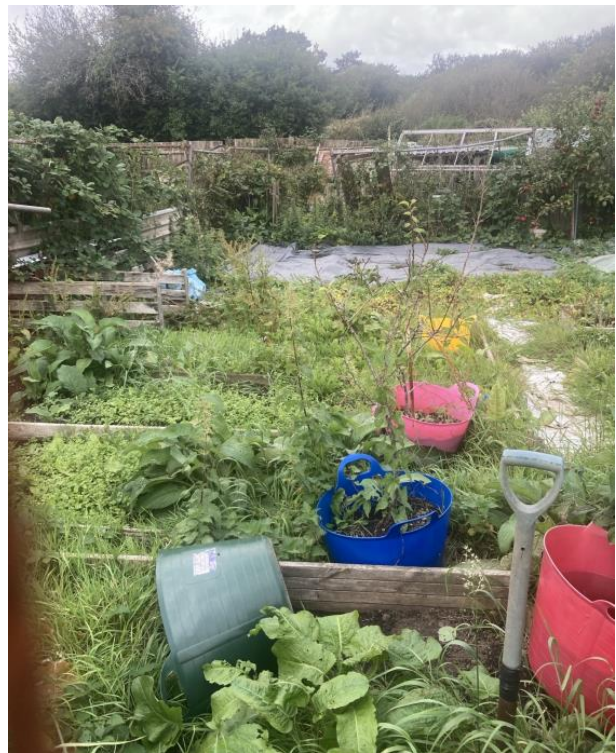




Photographs taken 20th August 2025



Photographs taken 1st September 2025



From: [REDACTED] >

Sent: 25 September 2025 13:58

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

Subject: Re: FW: Meeting of the ORA Committee to be held 25th September 2025.
Consideration of eviction.

So yet again you've decided to pick on me once more. I have been down my plot to pick the vegetables and fruit off my trees, I have also prepared areas ready for next vegetables to be planted. In regard to the photos from August I did inform the community council clerk that there wouldn't be any activity within my plot as I was away with my family. I would appreciate it if the same standards could be applied fairly across all allotments.

After the last meeting I was told I would have a letter to explain the outcome and didn't receive anything and again I was informed about this only 1 day ago and still haven't received any letter from community council office.

It feels like I'm fighting an endless battle to keep my allotment from being taken off me, all the time.

On Tue, 23 Sept 2025, 09:55 The Clerk / Project Officer, <project@llanharan-cc.gov.wales> wrote:

Good morning [REDACTED],

I'm afraid that the ORA Committee will consider your eviction from plot [REDACTED] at its meeting to be held at 7pm on Thursday 25th September 2025.

Please see the attached letter that has been delivered to you today.

The letter gives details of how you may attend the meeting and that you may speak or present a written submission.

The Zoom joining details are in the letter but I reproduce them here for reference.

Join Zoom Meeting

<https://us06web.zoom.us/j/89334730337?pwd=VPzdaqcJAx5cstGPayQclQfHZxQ4vG.1>

Meeting ID: 893 3473 0337

Passcode: 049940

Best regards

Leigh Smith

Clerk to the Council.

Llanharan Community Council

Clerk@llanharan-cc.gov.wales

project@llanharan-cc.gov.wales

www.llanharan-cc.gov.wales

Tel: 01443 231430 / 07769 266675

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

llanharan-cc.gov.uk

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ORA Committee Action plan at 29.10.25							
Action no	Date added	Category	From	Action	Notes	Status	Owner
88	3.12.2020	ORA	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
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 our work/enforcement accordingly. I am happy to arrange a meeting but this is unlikely to happen over the coming weeks due to current work load. ' No progress. currently with RCTCBC.		LS
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.		LS
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. Designs drawn up and sample item ordered 12092025 Remaining signs ordered 18092025	Completed	RJ
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		LS
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 recieved from 1, awaiting response from other. Have telephoned second landowner but awaiting response. Cllr Steer directly engaging landowners. June 2024, HOLD		LS
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.		LS
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.		LS

2024/135	21.06.2024	Full Council	ORA	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).	Clerk to add to the draft of the 2025 tenancy agreement. Note: 2025 agreement the same as the previous year. This to be added to the next revision. Done as version 4.	Completed	RJ
2024/135	21.06.2024	Full Council	ORA	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.	Obtain consent from RCTCBC and / or landowner. Issue instruction to senior grounds person. RCT contacted 27.3.25 Landowner contacted Feb 25 - Awaiting consent. Nudged 9.5.25 Meeting offered my management company to take place July 25. Permission given to proceed. Inform Sharon of area to be sown so the grass is not cut there.		LS
2024/135	21.06.2024	Full Council	ORA	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.	Monitor monthly report progress to ORA. Checked early July 24 - Good progress. March 25 - Some limited progress following a period of inactivity. Referral to ORA July 2025. Eviction notice served 30/09/2025		LS
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.	Suitable plots identified on Bridgend Rd and Jubilee St sites		RJ
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.. WG arranged visit to site by skatepark provider (Dragon Play) July 25. Budget design and quote provided. Public consultation to be held to confirm design.		LS
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.	Pending. Current demand low. Engagement exercise to be planned for later in the year given current resources and time constraints.		LS
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) b) RESOLVED For the Clerk to arrange the appropriate ROSPA training for 2 employees and 1 member during 2025 in order to ensure those carrying out the weekly inspections are 'trained and competent', for the officers to be authorised to spend up to £500 on this training. It is proposed to provide this training during Summer 2025.	Provider contacted for a quote 25.6.25 . Other interested attendees have been identified to attend/share cost and quotation received. Training undertaken 28/08/2025	Completed	LS

2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) c) RESOLVED ORA2025/010 To proceed with placing a bus shelter at the High Corner bus stop and to authorise the officers to spend up to £5,000 to facilitate the project and any consultation with interested parties via RCTCBC. The money to be taken from CIL funds if resolved by council following a recommendation of the CIL Committee, otherwise a virement to be made from general reserves.	Instructed RCT to proceed. March 25. Nudged May, June and August 2025, awaiting progress report. Made contact Sept 25 and example provided. for presentation to ORA. Expected completion 8 weeks. Half panel one side full panel Talbot green side.		LS
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) f) RESOLVED ORA2025/012. To install signage on the new barriers at the Western End of the Meadow Rise Open Space stating, "Beware of traffic on road." For the Clerk to take advice on placement from RCTCBC highways.	RCT consulted, awaiting response. 26.6.25 No response received 12.9.25 so assume can be ordered.		LS
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) g) RESOLVED ORA2025/013 To carry out some in-house maintenance work on the path at the western end of Tan Y Bryn Bridleway.	Informed maintenance staff. In workflow.		LS
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) h) RESOLVED ORA2025/014 Removal of Collapsed Fence on the Northern Boundary of Tan Y Bryn Bridleway. To approach the owners of the fence the northern boundary of Tan Y Bryn Bridleway for consent for Council staff to remove the damaged section of fencing.	Clerk to approach landowner		LS
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) i) RESOLVED ORA2025/016 Removal of Barriers between Meadow Rise and PSM53/2 To attempt to identify the landowner and to approach them and other interested parties for consent to remove the anti-motorcycle barriers on the permissive path between Meadow Rise and PSM53/2. If consent obtained or it is not possible to identify the landowner following reasonable attempts to do so, to remove the barriers.	Informed maintenance staff. In workflow.		LS
ORA2025/044	03.07.2025	ORA	ORA	ORA2025/044 Eviction from an allotment plot RESOLVED Not to evict the tenant at this stage. The Clerk to write to the tenant to inform them that the plot must not be allowed to fall into a state of neglect at any time in the future and to remain in compliance with clause 5 of the tenancy agreement at all times, should they fail to do so then their potential eviction will be brought back before the committee The Clerk to inspect the plot regularly to ensure standards are maintained.		Noted	NA
2025/177	18.07.2025	Full Council	ORA	2025/177 Resolutions and recommendations of the ORA Committee held 3rd July 2025 RESOLVED To authorise the officers to spend up to £1,000 to facilitate playground inspection training for LCC staff and other interested parties. Final costs to be ascertained and reported once firm commitments received from other councils to share cost.	Training booked for 28th August 2025. LS, WT, PB, PH. Two delegates from Maesteg Town Council attended to share cost	Completed	LS
2025/248	17/10/2025	Full Council	ORA	2025/248 Resolutions and recommendation of the Open Spaces, Rights of Way and Allotments (ORA) Committee held on 25th September 2025 a) RESOLVED ORA2025/051 Request from an allotment tenant to install a pigeon loft That the Council adopt a policy to prohibit the keeping of pigeons on allotments and for this to be added to the council's tenancy agreement.	Alter tenancy agreement and produce new version (Note: Check this action plan for any other required updates).	Completed	RJ

ORA2025/058	30/09/2025	ORA	ORA	ORA2025/058 Eviction from an allotment plot RESOLVED To authorise the Officers to issue an eviction notice including details of the Council's appeals process to the tenant of plot 13 at Jubilee Street allotment site, subject to the appeals process.	Eviction/Appeal letter sent. Appeal submitted. Hearing upheld eviction. Notification letter sent to tenant.	Completed	LS
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Appendix 3 To improve safety and amenity of the wooded area along the NW boundary of the Meadow Rise open space

Legal basis:

Under the Occupiers' Liability Act 1957, anyone who occupies land owes a duty of care to visitors to ensure they are reasonably safe in using the premises for the purpose that they are invited or permitted to be there. For children's play areas, a court expects a higher standard of care because children are less able to recognise hazards. If there are hazards present on any property or land (e.g. broken glass, rubble, steep drops, or works associated with construction) adjoining a play area, the occupier must take reasonable steps to stop children from wandering into danger.

Proposal:

a) To instruct the grounds team to install a wire fence along the boundary adjoining the Gellifedi Road, from the pedestrian entrance at the SW end to the north corner of the site where the houses meet the road (227 Meadow Rise) to protect members of the public from falling down the bank and to prevent stock entering the open space; noting that this fence will also obstruct the casual steep path that has been created up from the lane;

b) To restore the pathway through the wooded area by trimming back trees and undergrowth and laying a woodchip surface;

using funds from General Reserves if necessary, or to be diverted from CIL fund at a later date.

c) To defer to next season a plan to plant trees to create/improve hedging along the fence.

Fencing costs (quoted by Arthur John & co, Cowbridge):

Item	Unit price	Total
100m roll of fencing	£95	£95
50 m roll of fencing	£47.50	£47.50
50 posts	£4.40	£220
Strainer wire	£27.50	£27.50
4 strainers	£15	£60
5kg staples	£17.50	£17.50
TOTAL	Excluding VAT	£467.50

They have plenty of stock so the bulky items can be purchased in batches to avoid problems with storage.



Plan of Meadow Rise open space



Proposed fence



Wooded area for regeneration