



LLANHARAN COMMUNITY COUNCIL

Minutes of the Open Spaces Committee, Rights of Way and Allotments Committee (ORA) held remotely at 7.00pm on Tuesday 5th February 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

Apologies received: Cllr Helen Donnan

Absent: None

ORA2025/001 Welcome, Introductions, and Apologies for Absence

The Chair welcomed everyone to the meeting.

RESOLVED

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

ORA2025/002 Disclosures of Interests

Cllr Neil Feist declared a general personal interest, jointly holding an allotment tenancy on a council site.

ORA2025/003 Public Speaking Slot

None.

ORA2025/004 Minutes of the ORA Committee meeting 5th December 2024

RESOLVED

The minutes of the ORA Committee meeting held remotely on 5th December 2024 were approved as a true and accurate record.



ORA2025/005 Correspondence

None.

ORA2025/006 ORA Committee Action Plan

Noted.

ORA2025/007 Verbal Update on the Progress of the Walking Route Leaflets Working Group

No report received.

ORA2025/008 Verbal Update on the Progress of the Hamlet/Ward Gateway Working Group

No report received.

ORA2025/009 Inspection of the Council's Playgrounds and Proposal to Increase Frequency of Inspections

a) RECOMMENDED

For the Clerk to arrange for a quarterly inspection of Oakbrook Skatepark and Mountain Hare park by an independent person at a cost of £110 per quarter (for both sites)

b) RECOMMENDED

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.

ORA2025/010 Placement of a Bus Shelter at the High Corner

a) RECOMMENDED

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.



b) RECOMMENDED

To suspend Financial Regulation 11.3e)ii regarding the installation of the bus shelter on the advice of the Clerk. The reason being that allowing RCTCBC to carry out the work on the Council's behalf are the highway authority, have expertise in the matter and are able to take advance of procurement contracts which will ensure value for money.

ORA2025/011 RCT Proposals for Placement of Trees in the Community

RECOMMENDED

For the Clerk to write to RCTCBC requesting that proposals for the placement of trees in the community are put on hold on pending further discussion. And specifically to request that no trees are planted on the Meadow Rise open space, owned by the Community Council or on or around Oakbrook Skate park lease area, not in between the skatepark or MUGA, the Community Council exploring a refurbishment of the skatepark.

ORA2025/012 Safety Signage for New Barriers at the Western End of the Meadow Rise Open Space

RECOMMENDED

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.

ORA2025/013 Maintenance Work to the Path at the Western End of Tan Y Bryn Bridleway

RECOMMENDED

To carry out some in-house maintenance work on the path at the western end of Tan Y Bryn Bridleway.



ORA2025/014 Removal of Collapsed Fence on the Northern Boundary of Tan Y Bryn Bridleway

RECOMMENDED

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.

ORA2025/015 Management for Biodiversity of the Woodland around Meadow Rise Open Space

Noted.

ORA2025/016 Removal of Barriers between Meadow Rise and PSM53/2

RESOLVED

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.

ORA2025/017 Urgent Items for Information or Items Suggested to the Clerk for Future Agenda

None.

There being no further business, the meeting closed at 8.45pm

The next meeting is scheduled for 1st April 2025.

Councillor Mark Steer

Chair of the ORA Committee.



LLANHARAN COMMUNITY COUNCIL

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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, Helen Donnan.

Clerk to the Council: Leigh Smith

Apologies received: Olie Wicks.

Absent: None

ORA2024/075 Welcome, introductions, and apologies for absence

The Chair welcomed everyone to the meeting.

ORA2024/076 Disclosures of Interests

Cllr Neil Feist declared a general personal interest, jointly holding an allotment tenancy on a council site.

Cllr Neil Feist declared a personal and prejudicial interest regarding agenda item 10 (Minute reference ORA2024/085).

Cllr Will Thomas declared a personal and prejudicial interest regarding agenda item 13 (Minute reference ORA2024/088).

ORA2024/077 Public speaking slot

None.



ORA2024/078 Minutes ORA Committee meeting 1st October 2024

RESOLVED

The minutes of the ORA Committee meeting held remotely on 1st October 2024 at were approved as a true and accurate record of the meeting.

ORA2024/079 Correspondence

Noted.

ORA2024/080 ORA Action plan

Noted

ORA2024/081 Vary order of business

RESOLVED

To vary the order of business from that published on the agenda to allow item 8, “To receive a verbal update on the progress of the Hamlet/Ward Gateway Working Group” to be heard as the next item of business.

ORA2024/082 Verbal update on the progress of the Hamlet/Ward Gateway Working Group

Noted

ORA2024/083 Update from the Walking Route Leaflets Working Group

Noted.

ORA2024/084 Expansion of the Pendre Allotment site.

RECOMMENDED

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

Cllr Neil Feist left the meeting.



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

RECOMMENDED

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

Cllr Neil Feist returned to the meeting.

Cllr Will Thomas left the meeting.

ORA2024/086 Bus shelter at the high corner.

RECOMMENDED

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

ORA2024/087 Verbal update on the condition of the surface of Danygraig Road
Noted

ORA2024/088 Feasibility of replacing the cattle grid on Danygraig Road.
Motion withdrawn. Further investigations to be made.

ORA2024/089 To exclude the press and public by virtue of the Public Bodies (Admission to Meetings) Act 1960

RESOLVED

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



ORA2024/090 Potential eviction plot-holders following the expiry of previously issued 3-month improvement notices. The authority to do so previously delegated to the ORA Committee subject to an appeals process.

a) RESOLVED

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

5. Use and Cultivation of the Allotments

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

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

And in line with the following clause:

12. Termination of Tenancy

c)

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

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

The tenant to be advised of the appeals procedure.

b) RECOMMENDED

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

Cllr Helen Donnan left the meeting

c) RECOMMENDED

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



ORA2024/091 Urgent items for information or items suggested to the Clerk for future agenda.

None.

There being no further business the meeting closed at 8.50pm.

The next meeting is scheduled for 6th February 2025

Councillor Mark Steer
Chair of the ORA Committee

DRAFT



Llanharan Community Council - Action Plan

Action no	Date added	Category	From	Action	Notes	Status
88	3.12.2020	ORA	ORA	ROW cemetery path - Check process to formalise as permissive path	Emailed JB 30.7.21	
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.	
2022/233	16.12.2022	Full Council	ORA	RESOLVED PSM32/1 near Gellifedi Road That the Clerk formally write to RCTCBC Rights of Way Officers to request a site meeting to consider PSM31 and PSM32.	The Clerk emailed JB 16th January 2023. Awaiting response. Agreed. LS to obtain residents contact details. JB has agreed to a meeting and will arrange. Received in March - 'the Council is unlikely to pursue legal action over a substantial long-standing obstruction (i.e. of considerable size, worth and requiring major engineering works to remove or to reinstate public passage), a diversion may be considered an acceptable solution in such extenuating circumstances. While we are open to discussions with the landowners, we currently have a small very small team compared to the size of the PRoW network and are prioritising are work/enforcement accordingly. I am happy to arrange a meeting but this unlikely to happy over the coming weeks due to current work load.' No progress. currently with RCTCBC.	
2023/041	17.02.2023	Full Council	ORA	RESOLVED ORA2022/060 Urgent items for information or items for future agenda. Future agenda to include training on basic tree safety training for staff and interested members.	Add to future agenda.	
2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/039 Signage for allotment site gates That the officers be authorised to spend up to £400 for signage for the allotment gates and sites.	To be decided upon and ordered with evidence showing best value.	
2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/041 Replacement way-marker for RAN 4/1 and RAN 3/2, and broken stile RAN3/2 For the Council to fund a replacement of the way-marker at RAN4/1 and 3/2, and to replace the broken stile on RAN3/2 with a self-closing gate. To be funded from CIL funds (pending approval from RCT CIL dept). the Clerk to obtain costs to be presented to Council.	Awaiting details of type and dimentions of required gate and consent from landowner. Cllr Steer engaging with landowner. June 2024. HOLD	
2023/142	16.6.23	Full Council	ORA	For the Clerk to be authorised to approach the relevant landowners to obtain permission for the Council to replace the way-marker and to replace the stile with a self-closing gate and to arrange access accordingly.	Clerk wrote to 3 x landowners 25.9.23. Awaiting responses. Response reviewed from 1, awaiting response from other. Have telephoned second landowner but awaiting response. Cllr Steer directly engaging landowners. June 2024, HOLD	

2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/042 Cut and collect techniques The Officers carry out a cost benefit exercise on the proposal to use cut and collect techniques on Council land	Awaiting information on the potential for a grant to purchase equipment from Rachel Carter ref 2013/225. Note Emailed RC on 25.9.23 to seek help on what equipment req and what funding might be available.Cllr Steer carrying out further investigations.	
2023/205	22.12.2023	Full Council	ORA	RESOLVED ORA2023/091 Adding individuals to long standing tenancy agreements, creating joint tenancies circumstances where this might be considered. To allow the principle of new joint tenancies under certain circumstances and the Clerk (alone or in conjunction with a working group) to draft a process and application form designed to allow the applicant to demonstrate that the applicant can meet a certain criteria (to be decided) and provide evidence of such. This would include an investigation by the Clerk to attempt to ascertain the validity of the application.	Clerk to draw up draft process map.	
2023/205	22.12.2023	Full Council	ORA	RESOLVED ORA2023/092 Access gate arrangements at Meadow Rise open space. To instruct the Clerk to obtain quotes to remove both gates and to install suitable staggered barriers at the Western entrance to the Meadow Rise open space following consultation with RCTCBC highways department	checked spec with RCTCBC. Min 1.2 clearance to be maintained on footway. Clerk to obtain quotes. Quotations received. Presenting to ORA July 24. Work awarded. Awaiting installation date. (September 2024). Superseded by resolution 2024/213b)	Completed
2024/038	16.02.2024	Full Council	ORA	(ORA2024/010) Review arrangements for the fitting of a non-slip asphalt strip or other arrangements on Bridleway PSM40/4, Bethlehem View to Brynna Woods following a price increase from the initial quotation To instruct the Clerk to obtain fresh quotations for the proposed work to the same specification with a coloured asphalt. The costs to be referred to the CIL Committee for approval of the use of CIL funds.	Obtain fresh prices. CIL to consider a ceiling of £1,750 in the March meeting. RESOLVED March 24. Emailed highways and vendors for fresh documented quotations. March 2024 Awaiting documented quotations. Quote received presented to FC June 2024.Superseeded	Completed
2024/135	21.06.2024	Full Council	ORA	i. RESOLVED ORA2024/019 Review of plans for the installation of staggered barriers to replace the current gate at the western end of the Meadow Rise play area To proceed with the obtaining of quotations for the work at Meadow Rise play area as per the specification presented to the ORA Committee (Appendix 3, 2nd April 2024).	Clerk to draw up a spec, obtain quotes and present to ORA.. Completed.	Completed
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.	
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.	

2024/135	21.06.2024	Full Council	ORA	ORA2024/038 Placement of a bench at Meadow Rise. To site a bench adjacent to the area of green space on Meadow Rise on an existing concrete pad and facing the road. To authorise the officers to spend £790, comprising £405 for a 2-seater bench (3 quotations having been considered and option 1 presented in appendix 5 selected) plus a 10% contingency and £385 fitting costs. To refer the matter to the CIL Committee for use of CIL funds, but if not allocated to purchase from general reserves making a virement where necessary	Purchase bench, instruct contractor. Put onto CIL Committee agenda to decide whether CIL funds allocated. Awaiting installation. Cllr Smith to advise of specifics of placement. Sept 24. Completed	Completed
2024/135	21.06.2024	Full Council	ORA	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.	
2024/135	21.06.2024	Full Council	ORA	vii. RESOLVED To issue 1 months' notice of eviction and to evict the plot-holders currently occupying Bridgend Road plot 26 named in the confidential paper presented to the ORA Committee (Appendix 10, 4th June 2024). Under the terms expressed in the warning letters and under the following terms of the tenancy agreement:	Eviction notice issued. Vacant from 5th July 24	Completed
2024/135	21.06.2024	Full Council	ORA	viii. RESOLVED Regarding the plot holder currently occupying Bridgend Road plot 35 named in the confidential paper presented to the ORA Committee (Appendix 10, 4th June 2024). To defer any decision regarding eviction and to re-inspect the plot prior to the next scheduled ORA Committee meeting scheduled for 30th July 2024 to monitor progress. The Clerk to write to the plot holder extending the deadline to remove the concrete base and any brickwork until that time. The Clerk to also write to the plot holder to give a 3 month improvement notice in terms of active cultivation of the plot and /or to request a cultivation plan from the plot-holder against which they can be monitored.	Produce 3 month improvement notice and arrange date for re-inspection. Have informed. Monitoring. Note: planned plot inspection 31st July 2024. augusr 24 - Plot in reasonable condition.	Completed
2024/135	21.06.2024	Full Council	ORA	ix. RESOLVED To issue 1 months' notice of eviction at the end of June 2024* and to evict the plot-holders currently occupying Jubilee Street plot 1, named in the confidential paper presented to the ORA Committee (Appendix 10, 4th June 2024) under the terms expressed in the warning letters and under the following terms of the tenancy agreement: With the following caveat: *To request evidence from the plot holder (in confidence) that they are on the waiting list for the medical procedure. If this evidence can be obtained by the end of June 2024 to suspend the eviction and revisit the issue in 2025. If evidence cannot be provided by the end of June 2024, then notice of eviction be issued along with the right to appeal.	Issued notices and letters. Plot being cleared. No contact from plotholder. Attempting to ascertain whether they are notified. Plotholder eviction effective 1st August 2024.	Completed
2024/213a)	20.09.2024	Full Council	ORA	2024/213 Resolutions and Recommendations of the ORA Committee meeting held 30th July 2024 a) RESOLVED ORA2024/054 Development of small 'Starter plots' on the councils allotment sites. To hold back 1 plot on each of the Council's allotment sites to be divided up and developed into smaller 'starter plots', with a view to letting in January 2025.		

2024/213b)	20.09.2024	Full Council	ORA	2024/213 Resolutions and Recommendations of the ORA Committee meeting held 30th July 2024 b) RESOLVED ORA2024/056 Quotations for work on barriers and gates at Meadow Rise open space. To select Vendor 1, MT Tarmac to carry out the work at a cost of £700 pending the receipt of proof of public liability insurance. The council's financial regulations (11.3e)iii) being duly satisfied.	Inform contractor - Completed Awaiting installation. Sept 24. Chased Nov 24. Gates and steelwork installed Jan 25. Chasing completion of asphalt.	
2024/213c)	20.09.2024	Full Council	ORA	2024/213 Resolutions and Recommendations of the ORA Committee meeting held 30th July 2024 c) RESOLVED ORA2024/057 Risk assessments on Mountain Hare play area and Oakbrook skate Park and next steps. For the condition of and future options for the repair or development of the Oakbrook Skatepark to be referred to the 'Oakbrook Refurb working Group' as a matter of urgency. The group's existing terms of reference are: Reporting to the CIL Committee. To investigate the feasibility and arrangements of refurbishing the Oakbrook skatepark. And to request that the group make recommendations to the CIL Committee, the outcome to be considered by Council at a future meeting.	Inform Chair of working group. - Completed. Awaiting outcomes. Note working group reports to CIL.	
2024/214	20.09.2024	Full Council	ORA	2024/214 Motion to amend Councils policy to assist with DMMO applications. RESOLVED To defer this matter to a future meeting of the Council to allow the Clerk to seek advice from One Voice Wales.	Legal advice obtained - Enter on to next agenda	Completed
2024/238	20.10.2024	Full Council	ORA	2024/238 Resolutions and Recommendations of the ORA Committee meeting held 1st October 2024 a) RESOLVED ORA2024/069 Consider disallowing dogs 'off the lead' on the Meadow Rise play area For the Council to consult with the public on a proposal to seek to forbid dogs from being off the lead within the Meadow Rise open space area. The method of consultation to be referred to the Community Engagement Committee and authority to proceed with the consultation to be delegated to that committee.	Added to agenda for next CEC	Completed
2024/238	20.10.2024	Full Council	ORA	2024/238 Resolutions and Recommendations of the ORA Committee meeting held 1st October 2024 b) RESOLVED ORA2024/070 Consideration of allowing Bees to be kept on the Council's Allotment sites. For members to seek information on whether any other Town and Community Councils have allowed Bees on their allotments and to seek views on the pro's and Cons' for future discussion.	No action required from the Clerk.	NA
2024/285	22.11.2024	Full Council	ORA	2024/285 Planning RESOLVED To instruct the Clerk to object to the extinguishment application for PSM58 stating that Llanharan Community Council would like to object to the extinguishment proposal (PSM 58) and request that RCT rights of way investigate suitable diversion routes.	Completed. Emailed 27.11.2024	Completed

2024/301	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	
2024/301	20.12.2024	Full Council	ORA	b) RESOLVED ORA2024/085 Consideration of allowing Bees to be kept on the Council's Allotment sites. To not allow bees on council allotment sites or council open spaces. The effect on biodiversity, the location of our sites being in residential areas, the administrative burden and other factors.		Completed
2024/301	20.12.2024	Full Council	ORA	c) RESOLVED ORA2024/086 Bus shelter at the high corner. That the provision for a bus shelter to be placed at the High Corner bus stop be investigated and that the Clerk to present a future paper on the details to the ORA Committee. The potential to fund the bus shelter from CIL funds to be referred to the CIL Committee for consideration.	Submitted to ORA Feb 25	Completed
2024/301	20.12.2024	Full Council	ORA	d) RESOLVED To accept the offer to surrender the plot voluntarily from the plot holder of Bridgend Road plots 28&29 rather than proceeding with an eviction process.		Completed
2024/301	20.12.2024	Full Council	ORA	e) RESOLVED To accept the reasons for non-cultivation and the assurances given in the plot holder's submission to the Committee and to not evict the plot holder of Bridgend Road plot 50 at this time, but reserving the right to do so at a later date. For the Clerk to write to the plot holder to explain the Councils decision and that close monitoring of the plot will be undertaken from February 2025 onwards.		Completed

Appendix 4

To consider current arrangements for inspection of the Council's playgrounds and a proposal to increase the frequency of inspections.

Council operates 2 play areas.

1. The Mountain Hare play area (Park).
2. The Oakbrook skatepark.

The Mountain Hare play area



Oakbrook Skatepark



An annual inspection is required to be undertaken by an independent qualified inspector. This inspection regime is in place and presented to Council with an action plan annually.

However, ROSPA guidance is that more frequent inspections are undertaken by a suitably qualified person.

Currently the groundsperson inspects play areas weekly, however this inspection is undocumented and the groundsperson is untrained.

The Clerk has attempted to engage RCT to piggyback their own routine inspections (for a fee) as they are carrying out inspections of their own routine play areas throughout the area but to date has been unsuccessful.

In the interim the Groundsperson will be carrying out an inspection using a sheet provided by ROSPA.

Safety signage will be upgraded as per ROSPA guidelines.

Proposal:

- a) For the Clerk to arrange for a quarterly inspection by an independent person at a cost of £110 per quarter (for both sites)

- b) For the Clerk to arrange the appropriate ROSPA training for 2 employees 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.

Appendix 5

To consider further the placement of a bus shelter at the High Corner.

Council previously resolved:

2024/301

c) RESOLVED

ORA2024/086 Bus shelter at the high corner.

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

Note: The agenda for the CIL Committee meeting 4th Feb 2025 includes a proposal to allocate up to £5,000 of CIL funds to the project.

RCTCBC have proposed a suitable shelter and propose that the landlord of the High corner be consulted first as a courtesy. RCTCBC have offered to carry out the consultation and to do the required work, invoicing the Community Council afterwards.

Proposal: To accept RCT's offer to carry out a consultation with the landlord of the High Corner and to provide a formal quotation for the supply and fit of the bush shelter at the High Corner site. The Officers being authorised to proceed provided that a) The Council resolves to allocate CIL funds to the project and b) The total cost of the project falls within the maximum £5,000 proposed.

Below:

The original paper presented to the ORA Committee

RCTCBC proposal

Email correspondence on the matter.

Appendix 6

To consider whether to investigating the placement of a bus shelter at the high corner.





Factors to consider:

- Cost.
- Permission from RCTCBC
- Practical aspects of siting a shelter here.

Cost

The cost of the particular model, style or specification of shelter that would be required is not yet known. The Clerk reproduces here some prices for typical shelters from a reputable supplier. The Clerk is attempting to obtain more pertinent details from RCTCBC highways. It is probable that CIL funds could be used if desired.



Holton Open Fronted Bus Shelter

Stylish design provides an identifiable weatherproof outdoor bus shelter

As Low As **£1395.00**



Bexington Bus Shelter

Simple and elegant bus shelter perfect any public location and setting

As Low As **£3340.00**



Bradstock Bus Shelter

Classical shaped design bus shelter suitable for rail stations or airports

As Low As **£3830.00**



Hilton Bus/Waiting Shelter

Duo design as a bus or waiting shelter ideal for all environments

As Low As **£5810.00**

Permission from RCTCBC

The Clerk will seek permission and advice from RCTCBC should the council resolve to proceed.

Practical aspects

The required size and configuration of the shelter would need to be considered given the tactile access ramp to the rear of the paved area, the raised kerb, location of bollards and available space.

Visibility splays into the High Corner and the highway could also be a factor to consider.

Should the Council wish to proceed with investigations then advice would be sought from RCTCBC.

Specification for a Part Enclosed Shelter

Transit 2 – Two bay standard roof
Half Sides panels
Solid lower and upper poly panels
Display case
Colour Blue RAL 5017

Cost £2960.00
Vat £592.00
Total £3552.00



From: [Greenslade, Robin](#)
To: [The Clerk / Project Officer](#); [Hitchings, Daniel](#)
Cc: [Office](#)
Subject: RE: Bus shelter - Near High Corner in Llanharan Square.
Date: 18 December 2024 16:53:50
Attachments: [App 6 - Bus shelter at the High Corner proposal.pdf](#)
[2 bay half Enclosed Shelter spec High Courner, Llanharan.pdf](#)

All

After rethinking this location, I attach the details of a shelter that will best fit and not block the disabled access to the location. It would be the same as the one at Llanharan Post Office

It could be improved by putting a full side near the lighting column side, at a small extra cost, but feel the side near the drop kerb can only have a half side so not to block disabled access.

The Landlord will need to be on board.

Bus Shelters install and it takes 6 – 8 weeks from the order date.

Please advise

Robin

From: The Clerk / Project Officer <project@llanharan-cc.gov.wales>
Sent: Tuesday, December 17, 2024 3:35 PM
To: Greenslade, Robin <Robin.J.Greenslade@rctcbc.gov.uk>; Hitchings, Daniel <Daniel.E.Hitchings@rctcbc.gov.uk>
Cc: Office <Office@llanharan-cc.gov.wales>
Subject: RE: Bus shelter - Near High Corner in Llanharan Square.

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

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

Hi all,

Just a gentle nudge.

regards

Leigh Smith

Clerk to the Council.

Llanharan Community Council

Clerk@llanharan-cc.gov.wales

project@llanharan-cc.gov.wales

www.llanharan-cc.gov.wales

Tel: 01443 231430 / 07769 266675

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

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From: Greenslade, Robin [REDACTED]
Sent: 06 December 2024 13:26
To: Hitchings, Daniel [REDACTED]
Cc: The Clerk / Project Officer <project@llanharan-cc.gov.wales>; Office <Office@llanharan-cc.gov.wales>
Subject: RE: Bus shelter - Near High Corner in Llanharan Square.

All

I can send you through ideas on Monday, the improved layout will impact on its design.

I would get the support of the local Landlord. A consultation letter can be arranged.

I have bought shelters on the behalf of Community Councils recently to marry the existing colours and specifications of those in the area, this will also give you a better price.

I will send through ideas and cost on Monday.

Thanks
Robin

Robin Greenslade

Swyddog Trafnidiaeth / Transport Officer
Cyngor Bwrdeistref Sirol Rhondda Cynon Taf / Rhondda Cynon Taf County Borough Council
Tŷ Glantaf, Uned B23, Taffs Fall Road, Ystad Ddiwydiannol Trefforest, Pontypridd, CF37 5TT
Tŷ Glantaf, Unit B23, Taffs Fall Road, Trefforest Industrial Estate, Pontypridd, CF37 5TT

Ffon / Tel: 01443 425001

Ffon / Tel: 07385 401901

E-bost / E-mail robin.j.greenslade@rctcbc.gov.uk

E-bost / E-mail publictransport@rctcbc.gov.uk

From: Hitchings, Daniel <D [REDACTED]>
Sent: Friday, December 6, 2024 11:52 AM
To: Greenslade, Robin <R [REDACTED]>
Subject: FW: Bus shelter - Near High Corner in Llanharan Square.

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

Sent: Friday, December 6, 2024 11:27 AM

To: Hitchings, Daniel <[REDACTED]>

Cc: Office <Office@llanharan-cc.gov.wales>

Subject: FW: Bus shelter - Near High Corner in Llanharan Square.

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

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Good afternoon, Daniel

I hope you are well.

My Council has asked me to enquire about the Community Council purchasing and fitting a bush shelter at the stop next to the High Corner on Llanharan Square.

I assume this falls under highways?

If so would you have any objections to the Community Council doing so? Or have any stipulations or any advice, in particular regarding the type, size and specification of the bus shelter itself.

Presumably this would need to be sighted on Local authority land too?

If there are no impediments to this going forward

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.

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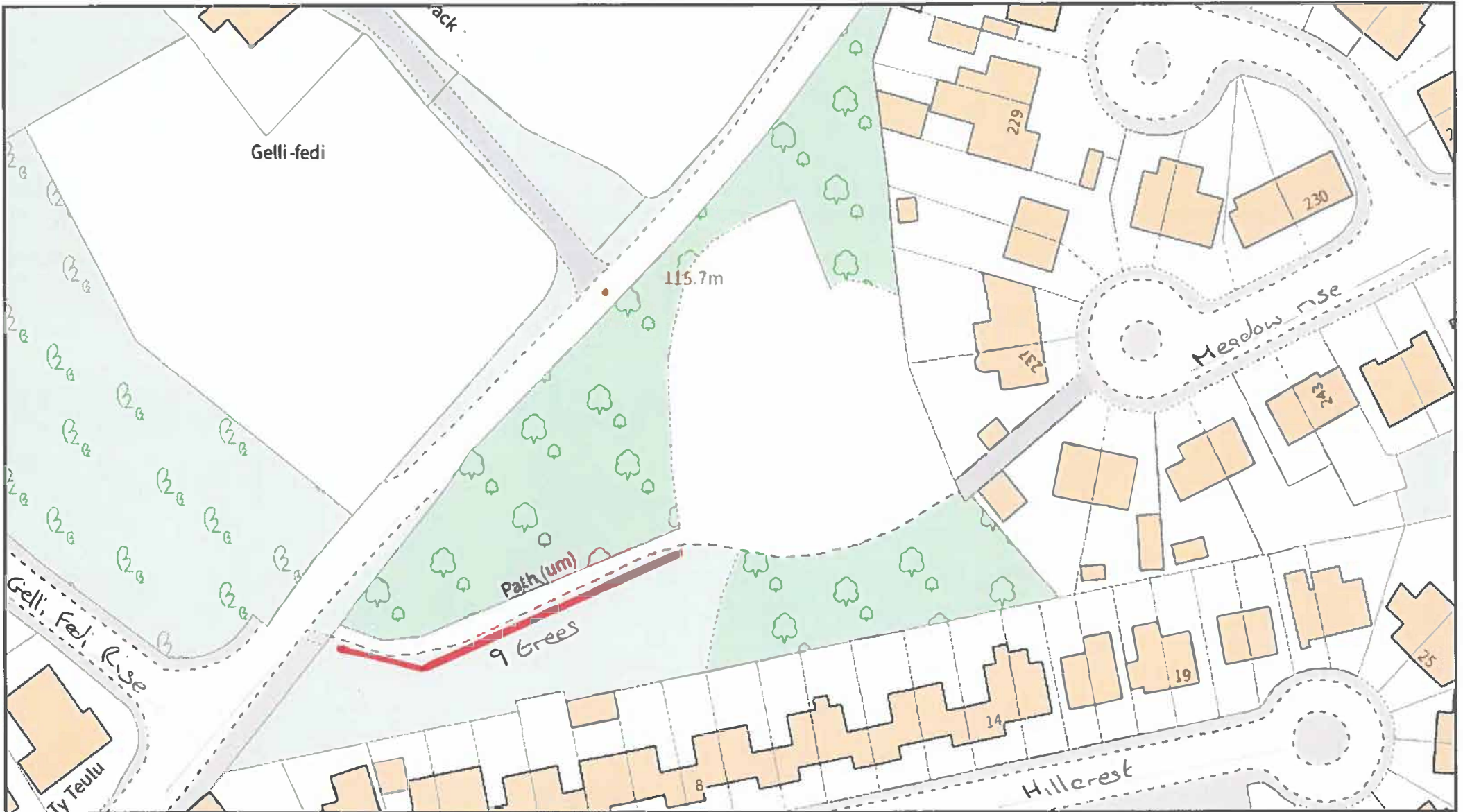
Appendix 6

To consider To consider RCT proposals for the placement of trees in the community including on Community Council land.

- Members are invited to comment on RCTs proposal for the placement of trees throughout the community.
- Members are asked to consider RCT's wish to plant trees on the Community Council's land at the Meadow Rise open space.

Included below:

- Drawings indicating the location of the planned trees
- Email correspondence highlighting the types of trees to be planted and a suggestion that the planting of some trees at Oakbrook skatepark is postponed.



Llanharan map 2, W3W :- hindered.hubcaps.rational

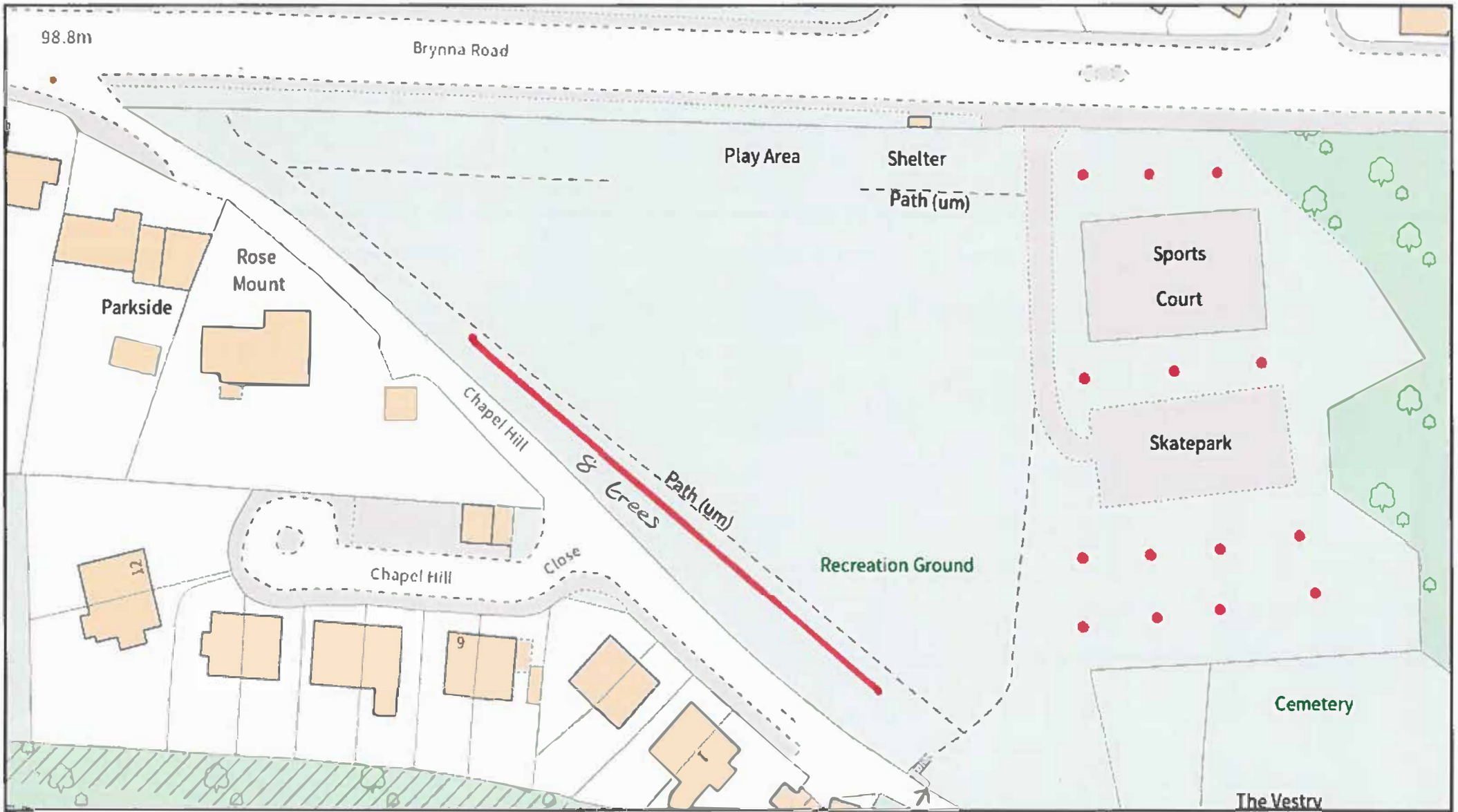
 Scale: 1:827

Printed on: 2025-01-13 10:02:09

By: Peter.J.Sparrow@rctcbc.gov.uk

9 trees to be planted

Clerks note: Meadow Rise open space - Owned by LCC



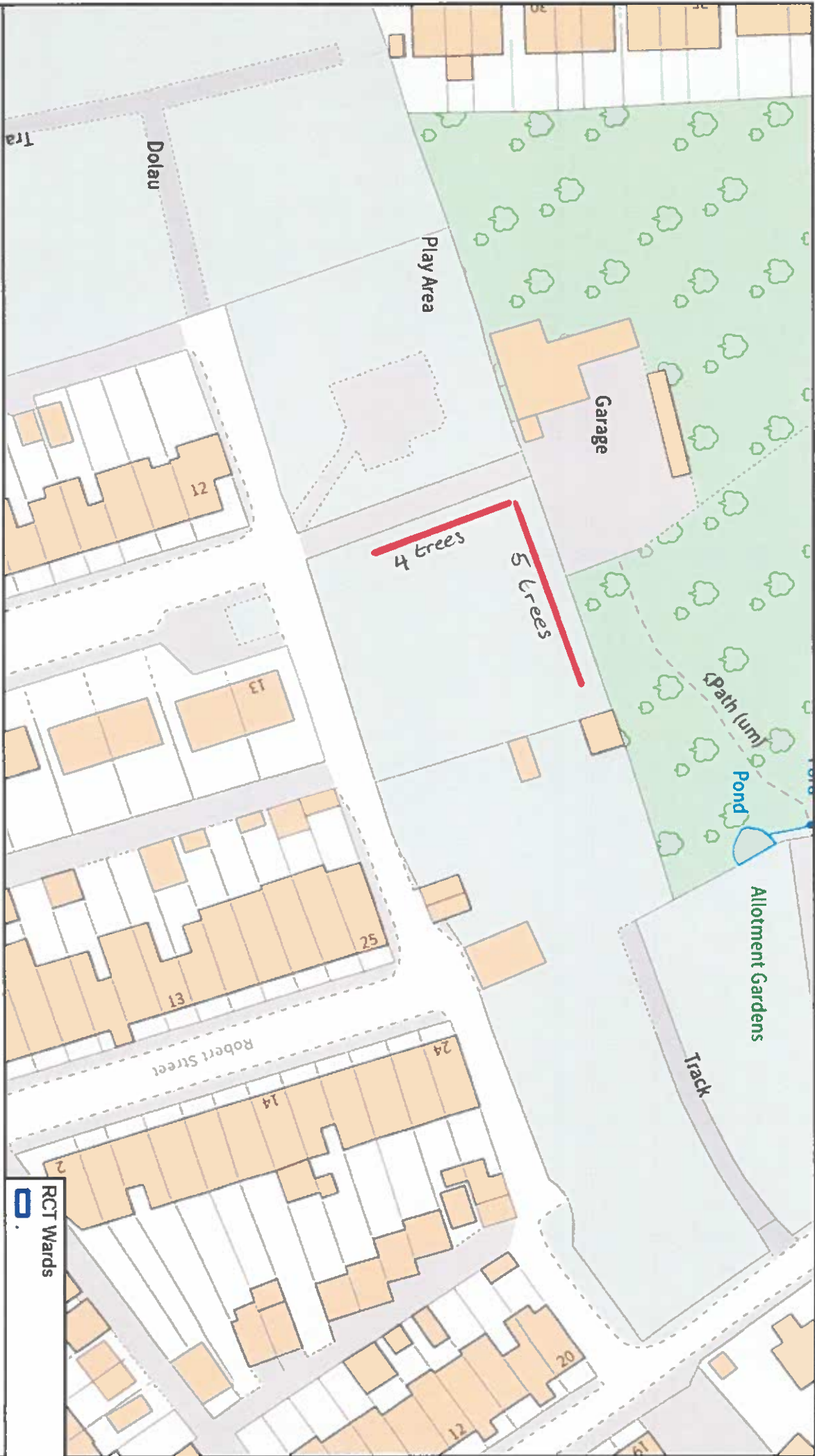
Llanharan map 1, W3W :- innocence.outfitter.dislikes

 Scale: 1:827

Printed on: 2025-01-13 09:42:09

By: Peter.J.Sparrow@rctcbc.gov.uk

22 trees to be planted



Dolau map 3, :- wing.future.alternate

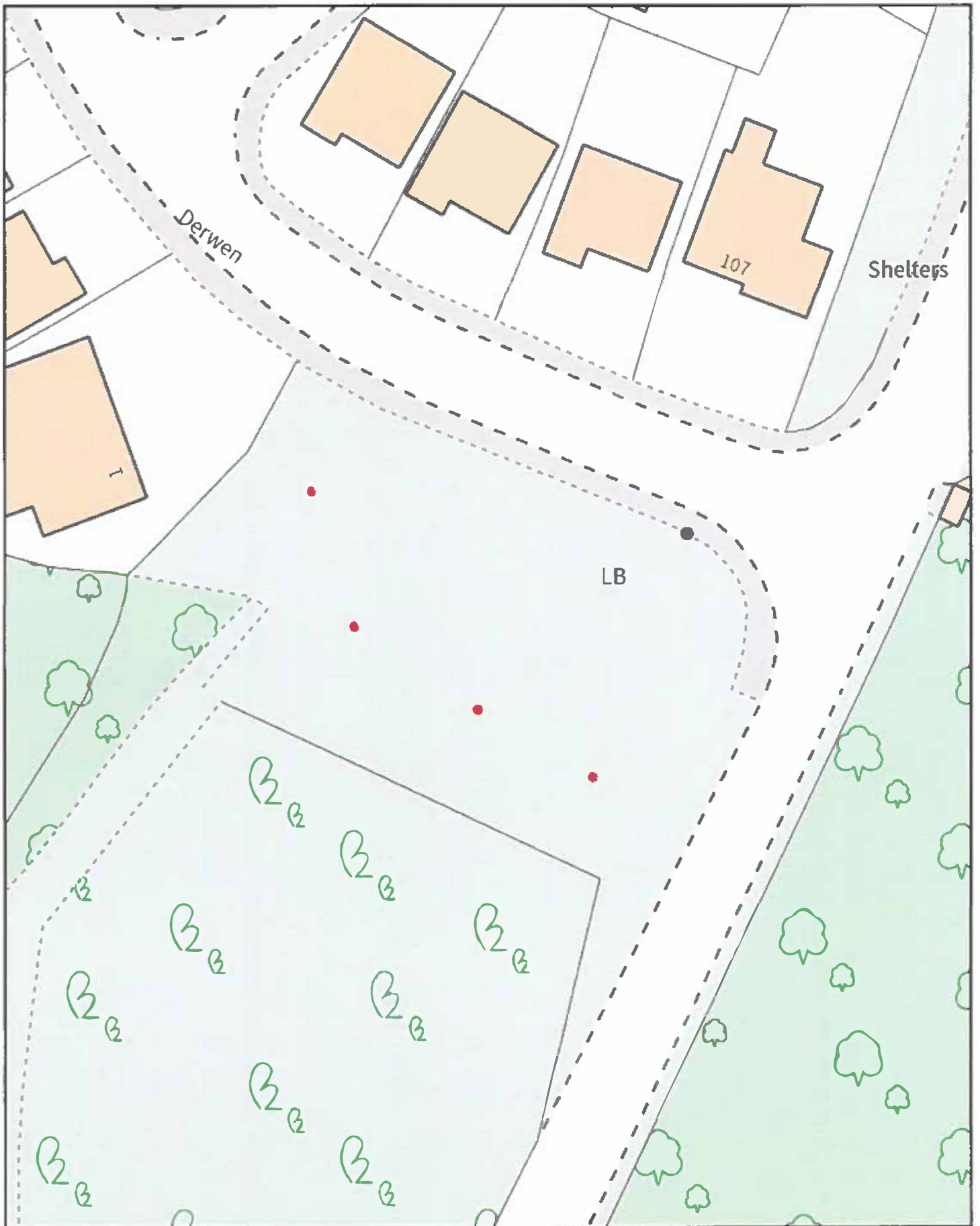
Scale: 1:827

Printed on: 2025-01-13 10:34:53

By: Peter.J.Sparrow@rctcbc.gov.uk

9 trees to be planted

RCT Wards



Dolau map 4, W3W :- permit.army.outlined

Scale: 1:413

Printed on: 2025-01-14 10:19:49

By: Peter.J.Sparrow@rctcbc.gov.uk

4 trees to be planted

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From: [Sparrow, Peter](#)
To: [Mark Steer](#)
Cc: [Evans, Huw](#)
Subject: RE: Tree planting 2025 Brynna and Llanharan Ward
Date: 29 January 2025 11:16:07


Good morning, Mark,

Our tree stock that we are planting as part of our climate change goals and urban tree canopy cover consist of our native trees to try and offset the removal of dead or diseased trees.

We are planting, Red maples (Acer Rubrum), Norway maple (Acer platanoides Drummondii), Alders (Alnus glutinosa and Alnus incana), Birch (Betula pendula), Beech (Fagus sylvatica), Sweet gum (Liquidambar styraciflua Worplesdon), Black cherry plum (Prunus nigra), Flowering cherry (Prunus royal burgundy), Mountain ash (Sorbus aucuparia).

Kind regards,
Peter Sparrow

Swyddog Cynorthwyol - Coed a Rhandiroedd | Gofal y Strydoedd
Assistant Tree and Allotment officer | Streetcare

 Ffôn/Tel : 07385365659
 Ebost/Email : [REDACTED]
 Gwefan/Website : www.rctcbc.gov.uk
 : Porthdy'r Parc, Glan Road, Parc Aberdâr, Y Gadlys, Aberdâr, CF44 8BN
Park Lodge, Glan Road, Aberdare Park, Gadlys, Aberdare, CF44 8BN

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Os gwelwch yn dda ystyried eich cyfrifoldeb amgylcheddol. Cyn argraffu yr e-bost neu unrhyw ddogfen arall, gofynnwch i chi'ch hun a ydych angen copi caled.

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From: Mark Steer <Mark.Steer@llanharan-cc.gov.wales>
Sent: Tuesday, January 28, 2025 5:30 PM
To: Sparrow, Peter [REDACTED]
Cc: The Clerk / Project Officer <project@llanharan-cc.gov.wales>
Subject: Tree planting 2025 Brynna and Llanharan Ward

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

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Dear Peter,

I would appreciate information about tree species and provenance for the trees that are proposed.

This is an item on the Agenda for LCC Open Spaces, Rights of Way and Allotments
Committee on Wednesday 5th February.

I am Chair of that Committee.

Regards,

Mark Steer

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

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From: [Chris](#)
To: [David Evans; Council & Committee Meetings](#)
Subject: Re: tree planting proposals for 2025
Date: 28 January 2025 19:53:42

Hi David,

I would suggest that the row between the sports area and the skateboard park is not planted until we have considered the future of the skate park on whether to repair or replace

Regards

Chris

Sent from [Outlook for Android](#)

From: David Evans <David.Evans@llanharan-cc.gov.wales>
Sent: Tuesday, January 28, 2025 1:03:06 PM
To: Council & Committee Meetings <AgendasMeetings@Llanharancc.co.uk>
Subject: Fw: tree planting proposals for 2025

Hi Members

As discussed during our full council meeting, here are the plans for the tree planting being done by RCT. They are putting on hold the ones on Meadow Rise play area until we respond to the proposal.

Many Thanks

Cllr David Evans
07841 756416

Appendix 7

To consider adding safety signage to the new barriers at the western end of the Meadow Rise open space warning users of the hazard of traffic on the road. “Beware of traffic on road”.

Council has previously resolved:

2024/213b)

b) RESOLVED

ORA2024/056 Quotations for work on barriers and gates at Meadow Rise open space.

To select Vendor 1, MT Tarmac to carry out the work at a cost of £700 pending the receipt of proof of public liability insurance. The council's financial regulations (11.3e)iii) being duly satisfied.

The work is now complete.



Motion: To consider adding safety signage to the new barriers at the western end of the Meadow Rise open space warning users of the hazard of traffic on the road. "Beware of traffic on road"

Proposer: Cllr Mark Steer

Appendix 8

To consider carrying out maintenance work to the path at the western end of Tan Y Bryn Bridleway and for the clerk to obtain quotations.





Clerk's note: There is evidence of some minor rutting from water runoff however the surface is safe.

Members should consider what can be achieved at what cost and that any future heavy rain is likely to return the ground to a similar condition.

Appendix 9

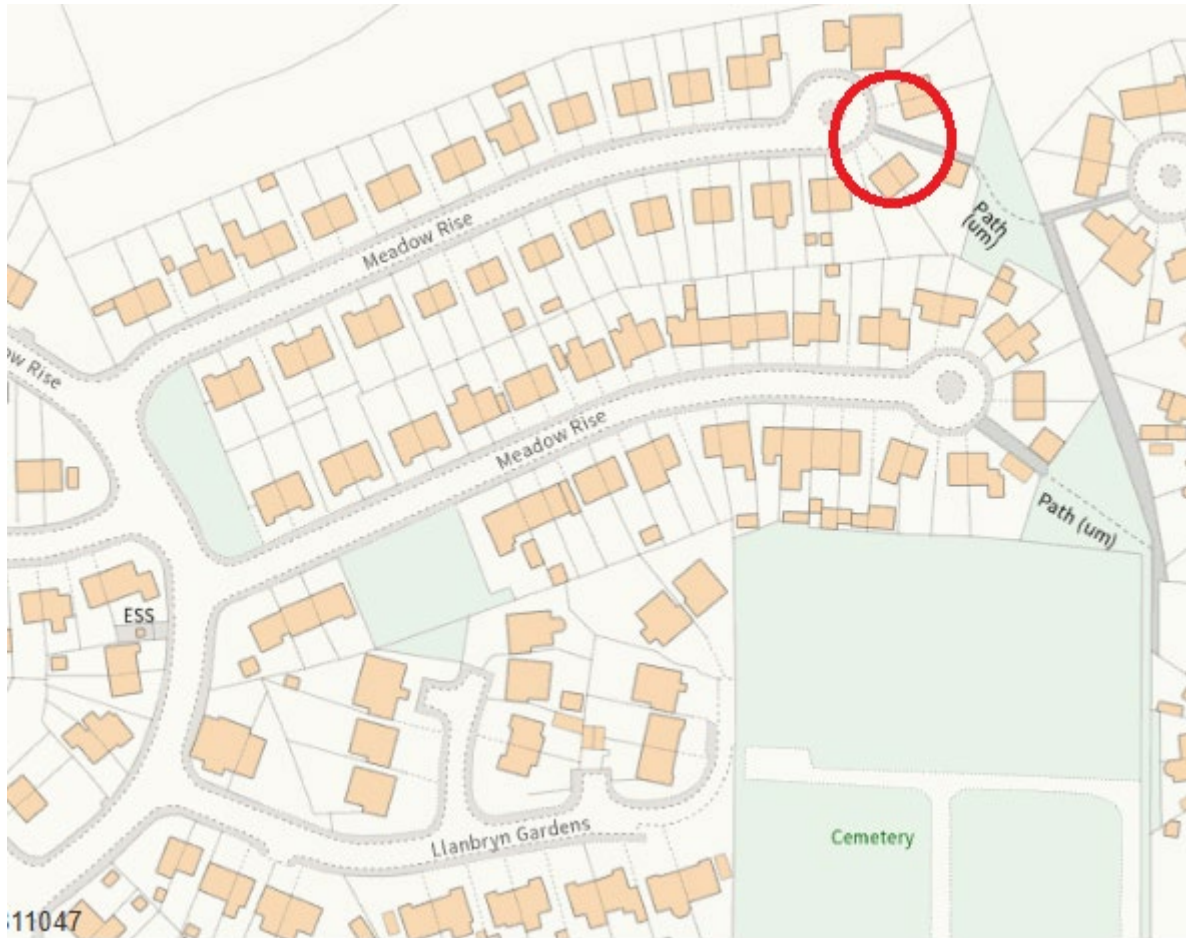
To consider approaching the owners of the fence on the northern boundary of the Tan Y Bryn Bridleway for consent to remove the damaged section of collapsed fence from the bridleway





Appendix 10

To consider approaching interested parties for consent to remove the barriers between Meadow Rise and PSM53/2.





Clerk's note: The barriers appear to be the type designed to prevent motorised vehicles from using the route.

The path here is not a PROW.