



## **LLANHARAN COMMUNITY COUNCIL**

Minutes of the Council meeting held on a hybrid basis (in person and by remote attendance at Llanharan OAP Hall), 7pm on Thursday 18<sup>th</sup> July 2024

*The meeting was held in accordance with:*

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

### **Members Present:**

**Councillors;** David Evans (Chair), Chris Parker, Will Thomas, Neil Feist, , Robert Smith, Rhys Jenkins, Janine Turner, Joanne Miller, Helen Donnan

**Apologies:** Cllrs; Andrea James, Mark Steer

**Absent:** Cllr Geraint Hopkins JP

**Clerk to the Council:** Leigh Smith

1 member of the public.

Invited guest Mr Gareth Evans.

### **2024/154 Welcome and Apologies.**

The Chair welcomed all to the meeting.

#### **RESOLVED**

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

#### **RESOLVED**

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



### **2024/155 Tributes to Mr Gareth Evans.**

The Chair gave a speech of thanks for Mr Gareth Evans, retiring headteacher of Dolau Primary School in recognition of his contribution to the community over his many decades as a teacher and headteacher at Dolau School. Other members also gave thanks and Mr Evans was presented with a bouquet of flowers and refreshments.

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

Cllr Chris Parker declared a personal interest relating to agenda item 10 (minute ref 162) being a volunteer at the Pantry.

Cllr Janine Turner declared a personal interest relating to agenda item 10 (minute ref 162) being a volunteer at the Pantry.

Cllr Neil Feist declared a general personal interest being a member of cycling UK.

Cllr Neil Feist declared a personal and prejudicial interest in relation to agenda item 11 (minute ref 163), specifically with regards to grant applications for Llanharan Horticultural Society being a member of that group's committee and Brynna Allotment Association being a member of that group in relation to the allotment shop.

### **2024/156 Public speaking**

None.

### **2024/156a Minutes of the ordinary Council meeting held on 20<sup>th</sup> June 2024**

#### ***RESOLVED***

To approve the minutes of the ordinary meeting of the Council held on 20<sup>th</sup> June 2024 as a true and accurate record.

### **2024/157 Action plan**

Noted

### **2024/158 Correspondence.**

Noted.

### **2024/159 Crime report**

Noted



## **2024/160 Expenditure June 2024**

### **RESOLVED**

To approve expenditure for June 2024 as presented in payment schedule 'Appendix 5' to this meeting comprising payments of £215,127 for cashbook 1 (current and premium bank accounts) and £742.54 for cashbook 2 (Barclaycard).

## **2024/161 YTD Spend V Budget**

YTD spend v Budget as presented in 'Appendix 6' to this meeting, noted.

## **2024/162 Income and expenditure for 'The Pantry'.**

Pantry finances as presented in Appendix 7 to this meeting, noted.

## **2024/163 Recommendations of Audit Committee 16<sup>th</sup> July 2024**

### ***i. RESOLVED***

A2024/050 To approve bank reconciliations and list of payments for Quarter 1, 2024/25

### ***ii. RESOLVED***

A2024/051 To approve transfers between accounts for Quarter 1, 2024/25

Cllr Neil Feist left the meeting having declared a personal and prejudicial interest in the following 2 items of business.

### ***iii. RESOLVED***

To grant Llanharan Horticultural Society £750 to provide a contribution towards prize money for the annual show and to make the councils van available to assist in the setting up of the show.

*Power: LGA 1972 S.137 (Power of last resort).*



**iv. RESOLVED**

To grant Brynna Allotment Association £1,946.98 for replacement of the allotment shop roof.

*Power: SHAA 1908 S.26(2) Allotments.*

Cllr Neil Feist returned to the meeting.

**v. RESOLVED**

To grant the First Llanharan Rainbow Guides £100 to purchase achievement badges and certificates and to purchase plants and bulbs to be placed around the War Memorial and Church hall.

*Power: LGA 1972 S.137 (Power of last resort).*

**vi. RESOLVED**

To grant the First Llanharan Brownies £500 towards general running costs. Specifically hall rent, achievement badges and materials for crafts etc... and to facilitate a trip.

*Power: LGA 1972 S.137 (Power of last resort).*

**vii. RESOLVED**

To grant Llanharan Recreation Ground Trust £1,000 for a line marking machine

*Power: LG (MP) A 1976. S.19(3) Recreational facilities.*

**viii. RESOLVED**

To make a virement of £5,680 from the council's general reserves to the general grant budget and to grant Llanharan Recreational Ground Trust £5,680 for new rugby posts and installation. The justification for exceeding the maximum of £2,000 allowable under the council's grant policy being the urgent requirement to replace the posts which are in an unsafe condition.

*Power: LG (MP) A 1976. S.19(3) Recreational facilities.*

**ix. RESOLVED**

To grant Bryncae Football Club (Seniors) £499 for general running costs including training equipment, playing kit and first aid kit.

*Power: LGA 1972 S.137 (Power of last resort).*



**x. RESOLVED**

To grant the 1st Brynna Rainbow Guides - £92 to purchase brightly coloured neckerchiefs to facilitate safety on large trips.

*Power: LGA 1972 S.137 (Power of last resort).*

**i. RESOLVED**

To grant the 1st Brynna Brownies - £100 to purchase brightly coloured neckerchiefs to facilitate safety on large trips.

*Power: LGA 1972 S.137 (Power of last resort).*

**ii. RESOLVED**

A2024/056 To change the terms of the grant awarded to (but not paid to) Llanharan Football Club in January 2024 (Minute ref 2024/015) to allow the grant of £495 to be paid without providing the receipt evidencing the spend from the grant awarded the year before.

**iii. RESOLVED**

To grant LCDP £25,000 for the following:

To support the wages of the Community café cook for 30 hours per week and

To fund the free 'Happy Dayz' mental health & wellbeing support group to operate on the terms described in the application. The grant being made on condition that any advertising or publicity for the Happy Dayz group includes the phrase, "Funded by Llanharan Community Council".

**iv. RESOLVED**

A2024/059 To defer consideration of the method of budgeting and administering the grant applications for The Wildlife Trust and LCDP to a future meeting of the Audit Committee.

**v. RESOLVED**

A2024/059 To adopt the draft general grants policy presented with the following amendments:

(Clerk's note: Revised document sent to all members for reference).

2.3 Remove wording in red.

2.13 Remove the word 'Wages'

3.6 Delete the first paragraph and adopt the text in the second paragraph.

4.4 change the wording to allow drawdown of funds within 12 months of award and 12 months to comply with any conditions.



4.8 Delete the first paragraph and adopt the text in the second paragraph allowing retrospective applications.

4.11 Reword to explicitly allude to clauses 4.4 and 4.7

5.1.1.3 Change to 5 years.

**2024/164 Update. Bryncae Community Centre CAT Working group**  
Verbal report, noted.

**2024/165 Spend to allow the Officers an appointed solicitor to consider the lease of Bryncae Community Centre**

***RESOLVED***

The Clerk be authorised to spend up to £2,500 with an appropriate solicitor for the following activities relating to the CAT for Bryncae Community Centre:

- Advising on the lease which is proceeding by way of Community Asset Transfer.
- Full review of owner's title,
- Commissioning and reviewing searches, if required
- Reporting on the draft lease and negotiating any amendments required
- Completing the lease and dealing with the LTT return and registration matters at the Land Registry
- Any other matters requiring legal advice or action in relation to the above.

The Clerk will strive to obtain estimates from 3 reputable local solicitors and choose the cheapest available estimate in order to obtain best value in compliance with the council's financial regulations.

**2024/166 Grant for remedial works to Bryncae Community Centre to ensure statutory compliance of the centre with a view to signing the lease in due course.**

***RESOLVED***

To authorise the officers to apply to the "UK Government SPF RCT Community Asset Transfer Fund" for a grant of up to £14,999 to carry out remedial works to Bryncae Community Centre to ensure statutory compliance of the centre with a view to signing the lease in due course. A fund being available to those groups going through the CAT process.



**2024/167 Changing the name and the terms of reference of the Bryncae Community Centre CAT Working Group.**

***i. RESOLVED***

To change the name of the Working Group to, “The Bryncae Community Centre working Group”.

***ii. RESOLVED***

To change the terms of reference for the working group to:  
“Reporting to full council. To examine and make recommendations to council regarding options for the governance of the community centre following the signing of the lease, taking into account the practical aspects of the safe and effective running of the centre, decision making mechanisms and extent and limits of any delegated authority”.

**2024/168 Motion to 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 to be excluded from the meeting on the basis that the Clerk is required to issue advice to the council, disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**2024/169 Formal advice issued by the Clerk.**

The Clerk issued advice to the council regarding the following item of business. That the item of business should be deferred to a future meeting of the Council in order to comply with a previous resolution of the council and advice received.

The press and public were then re-admitted to the meeting.



**2024/170 Approval of spend to allow the drawing up of visual materials (drawings/plans etc..) for the public consultation regarding the Ewenny Bridge project.**

**RESOLVED**

To defer the item of business to be considered at a future meeting of the council.

**2024/171 Members reports.**

Cllr Robert Smith

Cllr Smith reported that he had attempted to progress the Annual Survey Working Group business. The group has agreed to try and coincide the annual survey with the public consultation on the Ewenny Bridge if possible. The group is close to finalising a proposal for details of the survey and is seeking a timeframe regarding the bridge consultation.

Cllr Chris Parker

Cllr Parker noted that he had received a number of complaints regarding RCT's decision to alter bin collections to remove the collection of wheely bins and to change general waste to every 3 weeks. Cllr Parker stated that people were 'up in arms' and that whilst he wasn't sure what the Community Council could now do to influence the decision as it seems the decision has already been made but he wished to express his objection to it.

Cllr Parker also reported that he had received reports from members of the public about vegetation growing over the path along 'Llanharan Straight' and causing issues and urged County borough members present to request that the vegetation be cut back.

Cllr David Evans

Cllr Evans reported that Cabinet had made a decision on changing bin collections. He suggested that if residents felt strongly on the issue that they lobby their local RCT Councillors to request a 'call-in' so the matter could be reconsidered.

**2024/172 Feedback on any formal or informal meetings of external groups to whom the Council has appointees.**

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





Cllrs David Evans and Rhys Jenkins reported that no meeting had been held since the last Council meeting.

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

Cllr Robert Smith reported that he attended the first face to face meeting for 4 ½ years. The meeting comprised a general meeting and the AGM of the group. A presentation was given by Llais Wales. Llais Wales is the national, independent body set up by the Welsh Government to give the people of Wales a stronger voice in their health and social care services. Llais attend One Voice Wales events.

During the AGM Committee appointments were made. I was asked to look at the Charter that RCT has with its Community Councils, the matter arising from Caerphilly Community Council making amendments to the charter with Gwent County Council. The Clerk of Llanharan Community Council having no knowledge of such a charter I contacted RCTCBC's liaison officer who provided me with a copy of the RCT charter. I have sent a copy to all members. The charter does not seem to carry any great weight in terms of providing Community Council's with any extra information or obligations over and above the general public but all members now have a copy.

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

Cllr Neil Feist reported that he attended a governor's meeting on 25<sup>th</sup> June 2024 but there were no matters of relevance to report to council .

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

Cllr Geraint Hopkins was not in attendance to make a report.

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

Cllr Rhys Jenkins reported that no meeting had been held since the last Council meeting.

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

Cllr Mark Steer was not in attendance to make a report.



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

Cllr Jenkins reported that there had been meetings of the LCDP trustees that he had attended as the council's appointed liaison but there was nothing of significance to report.

**2024/173 Adoption of Version 3 of the council's Standing orders**

***RESOLVED***

To adopt version 3 of the council's Standing Orders as presented in Appendix 12 to this meeting.

**2024/174 Llanilid ward vacancy co-option process and Brynna ward election.**

***i. RESOLVED***

The Clerk to commence the co-option process for the Llanilid ward immediately and for candidates to be considered in the September meeting of the council.

The Co-option process to be as follows:

33.2.1 - The Proper Officer shall issue a notice of co-option to the public to be posted on notice boards, the council's website and social media. The notice shall provide details of how to obtain an application form, the deadline for applications and the date of the meeting where the matter is to be considered.

33.2.2 - Interested parties will be provided with an application form comprising the statutory qualification element and a discretionary question element.

Candidates will be informed that if they wish to give a personal statement to the meeting they may, and will be informed that it is expected that they will attend this meeting and they will be expected to answer any questions regarding their application during the meeting.

33.2.3 - No applications received following the published deadline will be accepted.

33.2.4 - Following the deadline all applications will be forwarded to members in good time prior to the meeting.

33.2.5 - Councillors may submit questions in writing to the Clerk only to seek clarification on answers given in an applicant's application form. Any questions submitted and found to be in order by the Clerk are to be asked by the Chair of the Council (or the chair of the meeting should they be absent). All questions to be submitted in writing to the Clerk at least 24 hours prior to the start of the meeting.



33.2.6 - During the meeting to consider the matter: 33.2.6.i - Candidates will be invited to give a brief personal statement if they have elected to do so (2 minutes max).

33.2.6.ii - The Chair will ask any questions in line with 33.2.5

33.2.6.iii - •A vote will take place to determine which candidate will be co-opted to fill the vacant seat.

33.2.6.iv - The vote will comprise a show of hands with the name of the person with the least number of votes being removed from the list and a new vote taken. The process will continue until there are 2 persons remaining. Any tie shall be settled by the Chair's casting vote.

33.2.6.v - The declaration of office to be signed in the presence of the Clerk, which may be at a later date but before the next meeting of the Council.

33.2.6.vi - Following the vote, the Clerk will arrange with the successful candidate to complete the declaration of acceptance of office form, personal information sheet, register of interests form and any other relevant paperwork

33.2.6.vii - Should the candidate fail to sign their declaration of acceptance of office form by the time of the next meeting of Council (unless resolved otherwise) or by any other statutory date then the process will be repeated, excluding that candidate.- The successful candidate will be provided with the Council induction pack which comprises the following:

33.2.6.viii - The Good Councillors guide.

33.2.6.ix - The Schedule of the code of Conduct.

33.2.6.x - The Ombudsman's guide to the code of conduct.

33.2.6.xi - Code of Conduct online training slides. 33.2.6.xiii - A list of available training courses.

33.2.6.xiv - The Council's standing orders.

33.2.6.xv - The Council's financial regulations.

33.2.6.xvi - Relevant policies of Council.

33.2.6.i - Ongoing advice and training will be provided by the Officers of the Council.

The Clerk to ensure any advertisements for the co-option stress the specifics regarding an applicant's relationship with the ward and Community Council's boundaries.

## **ii. Noted**

RCTCBC have advised that no candidates were nominated for the Brynna election and a fresh process will now commence to invite nominations. The Clerk will seek clarity on further costs.



**2024/175 13th edition of the Arnold-Baker book on Local Council Administration.**

***RESOLVED***

To authorise the officers to purchase the 13th edition of the Arnold-Baker book on Local Council Administration and spend up to £137.

**2024/176 'supporting guardians' for community defibrillators.**

***RESOLVED***

To permit the officers to arrange for 'supporting guardians' for the council's community defibrillators under the following terms:

- That interested members of the public be named as supporting guardians to carry out monthly checks.
- The Clerk to contact interested parties and advertise to seek responsible supporting guardians for defibrillators.
- The Clerk to keep appropriate records and liaise with supporting guardians.
- The Clerk to add, remove or manage supporting guardians as they see fit.
- The Clerk to ensure all supporting guardians are trained in their duties and responsibilities and the practical aspects of carrying out a defib check.
- The Clerk to seek to arrange free 'defib training' for members of the community.

**2024/177 Letter to RCTCBC planning regarding Dragon International Studios planning applications**

***RESOLVED***

To instruct the Clerk to write a letter to RCTCBC planning regarding Dragon International Studios planning applications 24/0511/10, 24/0513/10, 24/0524/10, 24/0525/10, 24/0526/10, 24/0527/10. The wording of the letter be altered from that presented in appendix 16 to remove factual inaccuracies and to reflect discussions held during the meeting.



## **2024/178 Planning**

### ***RESOLVED***

For the Clerk to write to RCTCBC's planning department to object against planning application 24/0651/10 (1.8m high timber boundary fence) on the material grounds that the work is not in keeping with the character and appearance of the area and surrounding properties.

## **2024/179 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 to be excluded from the meeting on the basis that with regards to agenda items 26 to 28 (the next 3 items of business) disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

## **2024/180 Progress report on negotiations with LRGT regarding the potential lease of land around Bryncae Community Centre**

Noted.

## **2024/181 Progress report on negotiations for a formal legal agreement to replace the previous Memorandum of Understanding with LRGT**

### ***i. RESOLVED***

For the Clerk to seek formal negotiations with LRGT to be attended by the Clerk and the Chair.

Terms for the negotiation set out as outlined below:

Preferred option to be option 4 as set out in the confidential paper 'Appendix 19' presented to the meeting.

Fallback position to be option 2 as set out in the confidential paper 'Appendix 19' presented to the meeting. If necessary authority for spend delegated to the proper officer in conjunction with the chair as per clause 4.1b of the financial regulations.

In any case option 5 (as set out in the confidential paper 'Appendix 19' presented to the meeting) be communicated and actioned.



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

***RESOLVED***

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

The public were readmitted to the meeting.

**2024/183 Information which the Chair considers should be relayed to Council as a matter of urgency, or to suggest items to the Clerk for inclusion on the agenda for the next meeting.**

None.

There being no further business the meeting closed at 9.30pm

The next scheduled meeting of Full Council will be held on 19<sup>th</sup> September 2024

Councillor David Evans

Chair of Llanharan Community Council



## **LLANHARAN COMMUNITY COUNCIL**

Minutes of the Council meeting held on a hybrid basis (in person and by remote attendance at Llanharan OAP Hall), 7pm on Thursday 20<sup>th</sup> June 2024

*The meeting was held in accordance with:*

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

**Members Present:**

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

**Apologies:** Cllrs; Joanne Miller, Helen Donnan

**Absent:** Cllr Geraint Hopkins JP

**Clerk to the Council:** Leigh Smith

**RFO/Deputy Clerk:** Lisa Phillips

2 members of the public.

**2024/124 Welcome and Apologies.**

The Chair welcomed all to the meeting.

**RESOLVED**

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

**RESOLVED**

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



### **2024/125 Disclosures of personal and/or prejudicial interests**

Cllr Chris Parker declared a personal interest relating to that section of agenda item 13 that relates to the 'Llanharan Pantry', being a volunteer.

Cllr Andrea James declared a personal interest relating to that section of agenda item 13 that relates to the 'Llanharan Pantry', being a volunteer.

Cllr Janine Turner declared a personal interest relating to that section of agenda item 13 that relates to the 'Llanharan Pantry', being a volunteer.

Cllr Neil Feist declared a personal and prejudicial interest in relation to agenda item 15.

### **2024/126 Public speaking**

None.

### **2024/127 Minutes of Annual Meeting of the Council held on 16<sup>th</sup> May 2024**

#### ***RESOLVED***

To approve the minutes of the Annual Meeting of the Council held on 16<sup>th</sup> May 2024 as a true and accurate record.

### **2024/128 Minutes of ordinary Council meeting 16th May 2024**

#### ***RESOLVED***

To approve the minutes of the ordinary meeting of Council held on 16th May 2024 as a true and accurate record.

### **2024/129 Action plan**

Noted

### **2024/130 Correspondence.**

None.

### **2024/131 Crime report**

Not received.





## **2024/132 Expenditure May 2024**

### **RESOLVED**

To approve expenditure for May 2024 as presented in payment schedule 'Appendix 6' to this meeting totalling £342,274.55

## **2024/133 YTD Spend V Budget**

YTD spend v Budget as presented in 'Appendix 7' to this meeting noted.

## **2024/134 Income and expenditure for 'The Pantry'.**

Pantry finances as presented in Appendix 8 to this meeting noted.

## **2024/135 Recommendations of ORA Committee 2<sup>nd</sup> April 2024 and 4<sup>th</sup> June 2024**

### ***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).

### ***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.

#### *Appeals procedure*

*Motion – To accept the below appeals procedure for allotment eviction hearings.*

*1.*

*In the first instance for evictions or other formal hearings regarding plot holders to be heard by the ORA Committee and a vote taken accordingly.*

*2.*

*Plot holders shall be offered the opportunity to present written submissions to the Committee which shall be taken into consideration. Plot holders shall be offered the opportunity to address the Committee meeting in the normal way*



*as a member of the public but not participate in the item of business which shall normally be considered with the press and public excluded.*

3.

*For the outcomes of those hearings to be communicated to plot-holders ASAP in writing. Including the provision for the plot holder to be able to appeal any decision by writing to the Clerk of the Council within 5 working days of receiving the letter informing them of the outcome. The plot holder must state the reasonable grounds for any appeal.*

4.

*Any appeal to be heard by a panel of any 3 councillors who do not sit on the ORA Committee and have no other interest in the matter. An appeal hearing to be convened and recorded by the Clerk of the Council. The members of the appeal committee to be appointed by the chair of the Council.*

**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.

**iv. RESOLVED**

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

**v. RESOLVED**

ORA2024/040 Bird boxes at the Meadow Rise open space

To place a number of freely obtained bird boxes at the Meadow Rise open space at appropriate locations.



**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.

**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:

*1. Rent*

*(a) The first instalment of the annual rent is due on 1st of January each year whether demanded or not and tenants may pay quarterly if they so wish. If a tenant wishes to pay quarterly they must make the Officers of the Council aware and agree on which dates they intend to make quarterly payments.*

*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.*

For the Clerk to write to the plot-holders informing them of the eviction recommendation of the committee along with details of the appeals process and timelines.

**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.

**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:

**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.*

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.

**2024/136 Quotation received to carry out 'Improvements to equestrian access on Bridleway PSM40/4. Bethlehem Way to Brynna Woods**

**RESOLVED**

To accept the quotation, the Clerk haven striven to obtain 3 quotations but only1 quotation haven been received. The Officers authorised to spend £1,400 of CIL monies subject to proper obtaining of the appropriate PROW orders and notifying local residents immediately affected by the closure.



## **2024/137 To note the resolutions of the CEC meeting held 6<sup>th</sup> June 2024 made under previously delegated authority.**

The following resolutions were noted:

### ***i. RESOLVED***

The terms of reference for the public consultation to include:

1. A multi-user\* bridge to replace the current footbridge over the River Ewenny approximately 3m wide and 20m long.

2. A multi-user\* path from the proposed Network Rail, Trenos railway crossing bridge to join up with the proposed Ewenny River bridge.

\*Multi-user being defined as for by all users. Including pedestrians, horse riders, disabled people and those with impaired mobility.

These matters having been resolved by the Community Council.

The consultation to allude to the aims of the wider project, including the following aspects:

3. Network Rail aspire to create a formal bridleway from the south of the Trenos railway line over both bridges and through the Brynna woods nature reserve.

4. Aspiration to make improvements to the surfaces of paths to the south of the Trenos railway crossing and to the north of the proposed Ewenny River bridge through Brynna Woods nature reserve to make them 'disabled friendly'.

The consultation documents to also include the following aspects:

5. Best value to be obtained by entering into a competitive tendering process.

6. Work to be carried out in consultation and full agreement of the Wildlife Trust of South and West Wales who own the Brynna Woods nature reserve.

7. Discussions have taken place with Natural Resources Wales, Welsh Water, RCTCBC rights of Way departments, RCTCBC structures departments and other groups in anticipation of applications for the relevant licenses and permissions.

8. The fact that the project would proceed on the basis that RCTCBC would adopt the bridge and take on future inspection and maintenance.

9. A separate statutory consultation exercise will be carried out in the future regarding the legal creation of the rights of way to create a multi-user network by Network Rail and/or RCTCBC at the appropriate time.

10. Include reference to the fact the LCC aspects of the project would be paid for using CIL funds and not general precept funds, with a brief explanation of CIL funding including the requirement to spend within 5 years of receipt.

11. Check to ensure all statements made are factual.



12. When referencing finances ensure the correct terminology is used. Phrases such as 'Earmarked', 'Committed', 'spent' must be carefully considered when being used to describe the Council's current level of commitment in line with resolutions made to date.

14. Ensure the correct terminology is used. Phrases such as 'intends to', 'has resolved to', 'is committed to' must be carefully considered when being used to describe the Council's current level of commitment in line with resolutions made to date. Similarly, aspects of the project not yet resolved by full council much be described carefully in line with resolutions made. For example, the route of the proposed path to the south, the bridge material etc...

15. The wording of the central question should not be a closed question inviting a yes or no response, but instead the project presented and residents invited to comment.

#### ***ii. RESOLVED***

The Trenos Crossing and Ewenny Bridge Working Group to be delegated the following functions and to report back to the CEC with recommendations:

17. The production of draft documents to be used for the consultation.

18. The method of consulting the public.

19. The start date and duration of the consultation

### **2024/138 Recommendations of the Fireworks Working Group**

#### ***i. RESOLVED***

The Council to use the services of Pendragon Fireworks & Pyrotechnics to provide the fireworks and the display itself and to adopt the remaining aspects of running and managing the event in-house.

The Officers of the Council be delegated authority to spend up to £12,148.40 on the event. Operational aspects of the event to be managed by the officers of the council in consultation with the Fireworks Working Group. The event to allow no outside bucket charity or other collections and no vendors to be charged for attending. A virement to be taken from general reserves to account for the exceeding of the budget.

#### ***ii. RESOLVED***

To host the 2024 fireworks event at the LRGT Welfare Hall and Grounds and to authorise the officers to spend up to £250 on the venue and £15/hour for cleaning up to a maximum of £60 on receipt of appropriate invoices.



**2024/139 Recommendations of the Audit Committee held 13<sup>th</sup> June 2024, including consideration of the internal audit 2023/24 and the annual return of accounts (AGAR)**

***i. RESOLVED***

A2024/040 To consider information relating to a previously awarded grant and next steps.

That the Clerk contact Brynna Football Club (Seniors) to request repayment of £1,000 granted in October 2023. The Club having declined to provide further information requested in relation to a second bank account that was not declared at the time of the application.

A2024/041 Recommendations of the internal audit 2023/24 (Excluding Recommendation 5 of the report)

***ii. RESOLVED***

- a) To accept recommendation 1 of the audit report and for the officers to make the necessary alterations to the Standing Orders and Financial Regulations.
- b) To accept recommendation 2 of the audit report and for the officers to list the statutory power used in relation to any grants or donations awarded on the minutes of any meeting where such a grant or donation is made.
- c) To accept recommendation 3 of the audit report and for the officers to include the total amount of payments made in the minutes of the meeting where payments are approved.
- d) To accept recommendation 4 of the audit report and for the officers to ensure all individual resolutions have their own unique reference in the minutes of any meeting.
- e) To accept the general recommendation 5 of the internal audit as set out in the confidential report 'Appendix B' provided by the auditor, with some alterations. This matter having already been resolved, see minute reference 2024/105.



- f) To note recommendation 6 of the audit report and for the officers to draw up a simple guide to illustrate which documents should be posted on which section of the website with a simple guide to doing so.
- g) To accept recommendation 7 of the audit report and for the officers to present an appropriate suite of draft GDPR policies and documents to Council for adoption.
- h) To accept recommendation 8 of the audit report and for the officers to present draft policies to Council for adoption, specifically: A Social Media Policy; A Biodiversity, Crime and Disorder Policy; A Business Continuity Plan; A Freedom of Information Publication Policy; A Lone and Isolated Worker Policy; A Petition Policy; A Privacy Notice.

Note that the Vexatious Complaints Policy and Investment Policy has already been resolved and is published.

- i) To note recommendation 9 of the audit report. For the officers to request of the auditor whether the current practices of the Council as described in the Council's Financial Regulations are legal, and if not for the auditor to provide the legal or statutory reference to which the Council is non-compliant for further consideration.
- j) To note recommendation 10 of the audit report. For the officers to request of the auditor the legal or statutory reference to which the payments are non-compliant or the NALC legal topic note dealing with this matter. One Voice Wales having confirmed the legality of such direct payments both prior to the payments being made and again following receipt of the audit report. Furthermore the officers having only found reference to double taxation relating to the duplication of services and having found no overarching bar to making payments directly to a school for non-curriculum activities.
- k) To note recommendation 11 of the audit report but to continue in its current method of using EMR's to manage its CIL funds. To accept the recommendation regarding the requirement to secure the entirety of a project's funding prior to any expenditure against that project being made, including project phasing to obfuscate the total cost of a project and for the officers to alter the Council's grant policy and application forms accordingly.
- l) To note recommendation 12 of the audit report but to continue in its current method of managing the Llanharan Pantry.





- m) To accept recommendation 13 of the audit report and for the officers to draft new contracts for all staff using the NALC nationally agreed model contract issued by One Voice Wales in April 2024. These drafts to be presented to a future meeting of the HR Committee in the first instance.
- n) To accept recommendation 14 (The number is duplicated in the report. For the avoidance of doubt this minute refers to the second items referring to Internal control objective 8) of the audit report and for the officers to make amendments to the asset register as described in the report.
- o) To note recommendation 14 (The number is duplicated in the report. For the avoidance of doubt this minute refers to the second items referring to Internal control objective 9) of the audit report. For the officers to carry out an analysis of the practical and financial aspects of making changes to the account(s) for presentation to a future meeting of the Audit Committee.

**iii. RESOLVED**

A2024/044 Annual Return of Accounts and Annual Governance Statement (AGAR)

To approve the Annual Governance and Accountability Return (AGAR)

**2024/140 Bryncae Community Centre CAT Working Group update**

Noted.

Cllr Neil Feist left the meeting having declared a personal and prejudicial interest in the following item of business.

**2024/141 Notification of an election for the Brynna Ward and to consider costs and whether polling cards will be required for this and any other elections called in this municipal year.**

**a) RESOLVED**

To make a virement from general reserves for the costs of an election for the Brynna Ward.

**b) RESOLVED**

To inform RCTCBC that polling cards will be required for the Brynna ward election and for any other elections to be held in this municipal year.



Cllr Neil Feist returned to the meeting.

### **2024/142 Members reports.**

#### Cllr Mark Steer

I have arranged a meeting of the Jubilee Marsh Multi-user route Working Group to be held on 27<sup>th</sup> June. A member of the public raised a concern safety at the Trenos crossing worksite and compound. I followed up the query with the site manager.

A resident in Meadow Rise made a complaint to me regarding trees from out land causing damage to his property. I worked with the Clerk and Senior Groundsman to resolve.

A concern was raised regarding the overgrowth on the public footpath leading to the south side approach to the temporary Trenos Crossing footbridge, I worked with the Clerk and the Senior Groundsman to resolve and the area will be cutback in the following days.

### **2024/143 Feedback on any formal or informal meetings of external groups to whom the Council has appointees.**

Reports were noted from Cllr Steer regarding meetings with the Staff of the Wildlife Trust.

Cllr Jenkins reported that there had been a meeting of the LCDP trustees that he had attended as the Councils appointed liaison but there was nothing of significance to report.

### **2024/144 To elect a member to the ORA Committee to replace a member who has resigned.**

#### ***RESOLVED***

To elect Cllr Robert Smith to the ORA Committee

### **2024/145 To elect a member to the Hamlet/Ward Gateway working group to replace a member who has resigned.**

#### ***RESOLVED***

Deferred to the September meeting of the Council.



**2024/146 Suspension of Standing Orders limiting the maximum number of Councillor members of working groups**

***RESOLVED***

To suspend Standing Orders and policy limiting the maximum number of Councillor members of working groups to 5, to allow 6 members to sit on the Trens Crossing and Ewenny Bridge Working Group and to allow 6 members to sit on the Jubilee Marsh Multi-User Route Working Group

**2024/147 Planning**

Noted without formal comment.

**2024/148 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 to be excluded from the meeting on the basis that with regards to agenda items 23 to 26 (the next 4 items of business) disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**2024/149 Confidential report provided by the internal auditor as part of the recent internal audit**

Noted.

**2024/150 Progress report on negotiations with LRGT regarding the potential lease of land around Bryncae Community Centre**

Noted.

**2024/151 Progress report on negotiations for a formal legal agreement to replace the previous Memorandum of Understanding with LRGT**

Noted.



## **2024/152 Request for access over the Council's land to carry out works to an adjacent property by a local resident**

### ***RESOLVED***

To grant the local resident and their agents access over the area of Council land at the Mountain Hare play area indicated on the plan provided in Appendix 21 in order to carry out improvement works to the rear of the property on the following conditions:

### **Before permission is granted**

1. The Clerk to meet with the property owner on site (with the Contractor present) and agree the extent and limits of the land to be accessed and to agree other arrangements for access.
2. The landowner to agree to the replacing of the damaged gatepost and for the replacement of the gatepost to be completed prior to any permission being granted.
3. For the contractor to provide the Council with a copy of their risk assessment regarding access to Council land and any activities that might take place on it.

### **Other conditions**

4. Permission in place until 18<sup>th</sup> July 2024 when it shall be reviewed.
5. No equipment, building materials or other items to be left on Council land between 5.30pm each evening and 8am each morning or at all on weekends or bank holidays.
6. Access permitted only between 8am and 5.30pm on weekdays excluding bank holidays.
7. No skips or other storage vessel, nor any debris or arisings to be kept on the councils land.



8. Suitable ground protection arrangements to be put in place in order to protect the grass particularly regarding the movement of machinery or plant.
9. Following the work for the grass to be returned to its original condition.
10. When the Council's land is being accessed and/or if any equipment, building materials or any other item is on Council land during the work, or if access to the property is open and unsecured the area to be barriered off using barriers or adequate safety tape with adequate signage clearly warning the public to keep out. This includes access to the garden or building itself.

Note: This barrier and signage must be in place at all times and kept in a good condition when the council's land is accessed or being used without exception.

11. Should any of the above conditions not be met at any time the Clerk reserves the right to withdraw permission at any time informing council of the reasons for doing so retrospectively.

The public were readmitted to the meeting.

**2024/153 Information which the Chair considers should be relayed to Council as a matter of urgency, or to suggest items to the Clerk for inclusion on the agenda for the next meeting.**

None.

There being no further business the meeting closed at 9.15pm

The next scheduled meeting of Full Council will be held on 18<sup>th</sup> July 2024

Councillor David Evans

Chair of Llanharan Community Council



## Llanharan Community Council Action Plan

Action no	Date added	Category	From	Action	Notes	Status	Owner
2020/232h	19.2.2021	Full Council	ORA	That a draft leaflet/factsheet be produced containing information outlining the rights and responsibilities of landowners, RCT, The Community Council and members of the public.	To be progressed once ROW database progress made.		LS
2020/118	22.1.2021	Full Council	Full Council	Jan - Full Council action - 2020/118 Correspondence The meeting noted a letter received from a local resident, listing suggestions for possible uses of a piece of land at the bottom of Harold Street, Llanharan. RESOLVED - a) To commission a survey requesting ideas for future usage of the land. b) To follow up with RCT regarding the possibility of the Community Council purchasing or leasing the land.	a) Cannot proceed with survey until land purchase progresses. b) Emailed RCTCBC in May 21 - Response that no decision yet made.  Jan 2023 Cllr Evans reports that RCTCBC are now actively considering this for disposal.		LS
2020/231	19.2.2021	Full Council	Full Council	RESOLVED - Officers of the council to develop a Service Level Agreement in collaboration with the LCDP and to arrange annual reporting to members.	In progress. Note: As LCC does not effectively commission a service an SLA might not be the appropriate mechanism.		LS
2021/105		Full Council	CIL	RESOLVED The container to then be leased to the Llanharan branch of the RBL at a peppercorn rent for an appropriate period designed to reflect the useful life of the container (30 years).	Lease to be prepared.		LS
2021/105		Full Council	CIL	RESOLVED Furthermore, that all negotiations with interested parties be delegated to the Officers of the Council in order to produce an appropriate agreement or agreements to be presented before Council for resolution at a later date.			LS
2022/039	18.2.22	Full Council	Audit	RESOLVED The Clerk to take such action as necessary to obtain a price of between £5000 and £3000 for the green tractor. If this price cannot be achieved following a reasonable period following advertising, then the Clerk to return to Council with a further recommendation.	Find logbook Advertise in appropriate channels. On hold pending report on Red tractor and developments RE Cut and collect.		LS
2022/051	18.3.22	Full Council	CIL	RESOLVED That quotations for the repair/replacement for the items identified in the report (Appendix Five presented to CIL Committee Wednesday 9th March 2022) and from subsequent inspections and reports be obtained.	Quote for Legionella actions received June 23, chasing fire report quote. June 23. Capital works all complete. Work on monitoring system to be done.		LS
2022/051	18.3.22	Full Council	CIL	RESOLVED That the responsibility for ensuring statutory compliance for the shower block, including arranging statutory inspections and for the appropriate rectification of any defects identified be taken on by the Clerk. To ensure the compliance with legislation and the maintain the validity of insurance cover.	See 2022/051. Plus adequate documented monitoring regimes to be put in place with audit control. Legionella and Fire RA carried out and all hardware recommendations satisfied. Monitoring regime to be improved.		LS

2022/083	22.4.22	Full Council	Full Council	<p>2022/083 Spend from CIL funds relating to the sewer diversion on the Memorial Garden/Garage project.</p> <p>RESOLVED To approve a spend of up to £7,500 from CIL funds to allow the Clerk to arrange such work as appropriate. Actual spend to be reported to council monthly in the usual manner.</p>	In progress. Design completed and submitted to RCTBCB SuDs and Welsh Water in June 22. Tender issued July 23. Awaiting formal S187 agreement. DCWW awaiting a copy of the formal title deed. Clerk has requested from Land Regsirty Mau 2024.		LS
2022/098	20.5.22	Full council	Full Council	<p>To be altered - Minute 2022/090 Welcome and Apologies. Apologies for absence were received from Councillors Janine Turner, Jeff Williams, Helen Donnan and Daniel Morelli. To be altered. Many of those councillors are no longer seated and so this is incorrect.</p>			LS
2022/108	22.5.22	Full council	CIL	<p>2022/108 RCTCBC CIL meeting RESOLVED For the CIL Committee to consider minimum lease qualifying terms with regards to grants for projects on leased land.</p>			LS
2022/155	22.7.2022	Full council	ORA	<p>RESOLVED Whilst the Community Council cannot charge the public for services at this time, if its staff are to become trained and competent it could offer a 'without prejudice' advisory service to the public where Japanese knotweed appears on private land. And/or keep a list of contractors who may be able to assist private landowners.</p>	Details of this to be ascertained. The Community Council knows of a number of licenced contractors and can provide this information. Training has been put on hold RE prohibitive costs.		LS
2022/205	21.10.2022	Full council	Full council	<p>2022/205 Contract for supply of electricity for lights on 'Jeff's Lane'. RESOLVED To defer this item to a future meeting.</p>			LP
2022/227	18.11.2022	Full council	CIL	<p>RESOLVED To amend the Council's policy so that in circumstances where a group is not VAT exempt and is not VAT registered, to allow at the council's discretion a grant to include the VAT element.</p>	Add this and other policy items to application form		LS
2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED PSM32/1 near Gellifedi Road That the Clerk formally write to RCTCBC Rights of Way Officers to request a site meeting to consider PSM31 and PSM32.</p>	The Clerk emailed JB 16th January 2023. Awaiting response. Agreed. LS to obtain residents contact details. 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.		LS

2023/017	20.01.2023	Full Council	Full Council	2023/017 Covid 19 Plaque. RESOLVED £250 to be vired from general reserves in principle for a Covid-19 plaque. Details to be determined at a future meeting.	Councillors to bring proposals to a future meeting.		NA
2023/018	20.01.2023	Full Council	Full Council	2023/018 Chair's chain of office and updating of Chairperson's board. RESOLVED The Clerk to obtain a quotation from Fattorini's of Birmingham for the refurbishment of the Chair's chain of office and the addition of all Chair's names to the chain or its links. The Council to suspend its standing orders in this matter with regards to the obtaining of 3 quotes given that this is a specialist matter.	the Clerk to send the Chain of office to Fattorinis after the Horticultural show in August to obtain a quote.		LS
2023/038	17.02.2023	Full Council	CIL	RESOLVED CIL2022/057 CIL project to refurbish the red telephone box in the square To approve a budget and authorise spend of CIL funds of up to £6200 and provide delegated authority to the Proper Officers to complete the refurbishment of the telephone box. Project to be added to the CIL 123 list and Active project list. The final use of the box to be determined at a later date.	Add to CIL lists. - Added.  Lisa to progres order.  Project complete. Awaiting info from vendor ro produce facebook post.		LP
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
2023/060	17.3.2023	Full Council	CIL	RESOLVED CIL2023/008 Community garden at Lanley estate. To add provision for a community garden at Lanley estate to the CIL123 list and Active project lists with a provisional budget allocation of £3000 and that the Clerk and interested members carry out further investigations regarding location, design, future maintenance, cost and other factors and that a paper be presented to the CIL committee at a future date.	Added to lists. Awaiting progress. The clerk is seeking to contact the MOP involved to ascertain details. MOP advised no desire to take forward. To be removed from CIL lists		LS
2023/060	17.3.2023	Full Council	CIL	RESOLVED CIL2023/009 Picnic benches at Lanley estate. To add provision for 2 picnic benches (one disable friendly) and one standard bench at Lanley estate to the CIL123 list and Active project lists with a CIL budget allocation of £3000 and that the Clerk be authorised to spend up to this amount provided the appropriate permissions etc... are obtained.	Added to lists. Awaiting progress. The Clerk has requested permission from RCT to place the benches at the selected locations. June 2024. update, Barrat have given permission awaiting permission from their management company.. Provide quotes to CIL/FC.		LS
2023/060	17.3.2023	Full Council	CIL	RESOLVED CIL2023/010 CIL application for a community garden at Ynysmaerdy. To approve a CIL application for £2750 for a community garden at Ynysmaerdy from Ynysmaerdy Community Centre and for the project to be added to the CIL123 list and Active Project lists. For the Clerk to make the purchases up to the value of £2750 regarding the project if this is acceptable to the applicant or otherwise to grant the £2750 on the understanding that the presentation of invoices would be required as proof of purchase.	Added to lists. Awaiting progress. The Clerk has contacted the MOP involved and requested works be carried out Summer 2024. June 2024.		LS



2023/063	17.3.2023	Full Council	Full council	RESOLVED The Clerk to carry out a more in depth analysis of the SLA's between the Community Council, RCTCBC and LRGT regarding grounds maintenance at Brynna fields and LRGT grounds. Details to be presented to Council at a future date.	The Council is seeking a comprehensive legal agreement with LRGT. Awaiting feedback from LRGT June 2024		LS
2023/066	17.3.2023	Full Council	Full council	2023/066 Competition in local schools to design the Community Council Van livery.  RESOLVED For a competition to be organised to design the livery of the Community Council Van.	Details required from the Chair		NA
2023/125	1.6.23	Full council	Full Council	RESOLVED For the Clerk to obtain a Legal Development Certificate with regards to planning permission for the Bridge and its approaches and to confirm permissive development rights and their scope.	Emailed Jim Bailey 6.6.23 again, and planning services 13.7.23. Awaiting scoping design.		LS
2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/038 Placement of additional benches from Bryncae to 'The Square'. That 4 addition benches be purchased and sited in the following locations. 1) Adjacent to Greggs/Ground Control 2) Adjacent to the Terry's Way/Enterprise Way roundabout , 3) At the junction with Llanharry Road, 4) On the square near to the junction with Hillside Avenue. That CIL funds be used, the Clerk to enquire with RCT highways on the specifics of each location and to obtain permission to site benches and present findings and costs to the ORA Committee.	Wrote to Terry Evans 13.7.23 acknowledgement received, awaiting response. Chased Sept 23. Locations approved RCTCBC Nov 23. Matter to be referred to the CIL Committee.	Completed	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 dimentions of required gat and consent from landowner. Cllr Steer engaging with landowner. June 2024.		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		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

2023/186	21.7.23	Full Council	CIL	<p>RESOLVED</p> <p>CIL2023/056 Further consideration of a CIL application from LRGT ref provision of a MUGA on the land adjacent to Bryncae Community Centre.</p> <p>That the matter be deferred to a future meeting of the CIL Committee to allow further informal negotiations to take place. The results of any negotiations to be confirmed in writing via the Clerk and reported to the Committee.</p>	Informal negotiations held an results confirmed in writing. Awaiting legal deeds including title plan from LRGT. Chased Junr 2024		LS
2023/194	21.7.23	Full Council	Full Council	<p>2023/194 Discharge of condition 34 (Sustainable Development Strategy) of 10/0845/34 (insofar that it relates to Phases 3 and 4).   LAND AT FORMER OPEN CAST COAL SITE AND LAND TO THE NORTH OF THE A473, LLANILID (PHASE 3 &amp; 4)</p> <p>RESOLVED</p> <p>For the Clerk to write to RCTCBC planning department to ascertain whether the following two aspects of development quoted in the SDS are going ahead:</p> <ul style="list-style-type: none"> <li>• The section of 'bypass' from the County Boundary to the Dragon studio roundabout (ie, the section of road proposed to eliminate the necessity to drive along 'Cow's Corner').</li> <li>• ... to the current Llanharry road being transformed into a pedestrian and cycle underpass.</li> <li>• If so then the SDS appears to be valid.</li> <li>• If either or both are no longer planned, then the Community Council writes to RCTCBC planning to object to the discharge of condition 34 (Sustainable development strategy) and any other conditions where these aspects are quoted in mitigation.</li> </ul>	Emailed RCT planning 27.7.23. As of 1.9.23 Holding responses received but no definitive respnses. LS nudged 19.9.23		LS
2023/233	22.9.23	Full Council	Full Council	<p>2023/233 Quotations for the taking down of Summer hanging baskets and erection and subsequent removal of Christmas Trees, Christmas motifs etc...</p> <p>RESOLVED</p> <p>To award a 1-year contract to Centregreat on the terms and prices provided. To approve the spend accordingly with a 5% contingency, namely: £13,189 for 2023.</p> <p>RESOLVED</p> <p>The Clerk to carry out a tender process to provide the taking down Summer hanging baskets and erection and subsequent removal of Christmas Trees, Christmas motifs etc... for a 3 year period, years 2024 to 2026.</p> <p>RESOLVED</p> <p>To authorise the Proper Officers to spend up to £1,000 of CIL funds in order to retrofit lamp post timers as required to allow the placement of Christmas motifs.</p>	<p>Centregreat informed.</p> <p>Clerk to arrange formal tender.</p> <p>Retrofitting of timers arranged and invoice to be provided by RCTCBC. completed</p> <p>Tender process to be put in place.</p>		LS
2023/286	17.11.2023	Full Council	Full Council	<p>2023/286 Venues and other arrangements for future Council meetings.</p> <p>RESOLVED</p> <p>For the Clerk to investigate the feasibility of holding hybrid meetings at other locations and to present a paper to a future meeting of the Council.</p>			LS
2023/300	22.12.2023	Full Council	Full Council	<p>RESOLVED</p> <p>For the Clerk to write to Gill Richards and Anne Davies of Llanharan OAP and Brynna OAP respectively to thank them for their hard work helping to organise the event and to Llanharan RFC for the free use of the hall</p>	Write and deliver x 3 letters		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
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.		LS
2023/208	22.12.2023	Full Council	HR	2023/208 Terms of Reference HR Committee RESOLVED To adopt the terms of reference for the HR Committee	Publish and put on website.		LS
2023/209	22.12.2023	Full Council	HR	RESOLVED HR2023/022 HR Policies To adopt the following policies as presented as the formal policies of the Council Appendix 3 – Draft disciplinary policy & procedure V2. Appendix 4 – Draft equality & diversity policy V2. Appendix 5 – Draft grievance policy and procedure V2. Appendix 6 – Draft sickness & absence policy & procedure V2.	Put in sharepoint and add to website and issue to staff		LS
	19.01.2024	Full Council	Full Council	No resolution - The Clerk to arrange for quotations for 2 large troughs and a large octagonal planter at a later date. Quotes to be presented to FC.	Obtain quotes and present to FC.		LS
2024/015	19.01.2024	Full Council	Full Council	RESOLVED A2024/012 To grant Llanharan Football Club £495 towards the purchase of the equipment detailed in the application to facilitate the reinstatement of a Saturday 'second' team. Payment to be made subject to the receipt of the following supporting documentation to the satisfaction of the Clerk (these items not considered material to decision making): a) The constitution document of the club (including details of the named officers of the club or if this is not included in the constitution document the applicant to annotate the application to show the formal positions of the signatories). b) Invoices totalling £900 to show what the previous grant was spent on. (As per Appendix 2 of the application).	Inform applicant. Note: Informed. Clerk to provide assistance and put on agenda of Feb 24 meeting. Documents still to be received. Awaiting documents requested. June 2024.		LS

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

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

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

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

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



AM2024/007	17.05.2024	Full Council	Annual Meeting	<p>AM2024/007 Civic Allowances for the municipal year 2024/25 RESOLVED To pay the members allowance of £156 a year to all members with immediate effect, except to those who formally write to the Clerk indicating that they do not wish to receive the allowance. RESOLVED To pay members £52 a year for the cost of office consumables required to carry out their role, payments to be made with immediate effect. RESOLVED For those Councillors who wish to make a claim for a mandatory contribution towards costs of care and personal assistance to contact the Clerk for further details. RESOLVED To pay a Chair's allowance of £1500 to the Chair of the Council RESOLVED To pay a Deputy Chair's allowance of £500 to the Deputy Chair of the Council RESOLVED For those Councillors who wish to make a claim for the optional Financial Loss Allowance to contact the Clerk for further details so that a claim can be made.</p>	All completed except payment of Chair's allowance - Await Chair's declaration of office.		LP
AM2024/013	17.05.2024	Full Council	Annual Meeting	<p>AM2024/013 To review banking mandate signatories and PSDF directors RESOLVED To appoint the following as authority and signatories: Barclays bank main contact of authority: David Evans Banking mandate for cheques and direct debits: The Clerk, The RFO, Cllr David Evans, Cllr Chris Parker, Cllr Rhys Jenkins. Online banking (and authorisations): The Clerk, the RFO, Cllr David Evans, Cllr Chris Parker, Cllr Rhys Jenkins. Barclaycard main contact of authority: The RFO. Public Sector Deposit Fund directors: Cllr David Evans, Cllr Helen Donnan, Cllr Rhys Jenkins</p>	Mandate change application form received from Barclays. Final official to sign and provide ID.		LP
AM2024/017	17.05.2024	Full Council	Annual Meeting	<p>AM2024/017 Membership of The Society of Local Council Clerks (SLCC) RESOLVED To renew the Clerk and RFO Deputy Clerk's membership of the Society of Local Council Clerks (SLCC) up to a value of £260 each.</p>	Arrange to pay membership fees for Clerk and RFO.		LP
AM2024/018	17.05.2024	Full Council	Annual Meeting	<p>AM2024/018 Membership of One Voice Wales RESOLVED To renew the Council's membership of One Voice Wales at a cost of up to £1,600</p>	Membership renewed 21.06.24	Completed	LP
AM2024/021	17.05.2024	Full Council	Annual Meeting	<p>AM2024/021 Annual Report RESOLVED To approve the content of the Annual Report 2023/24 as presented in 'AM App 21 and 23 – Annual Report and Action Plan'. For the Clerk to insert such photographs as appropriate</p>	Take pictures and publish	Completed	LS
2024/135	21.06.2024	Full Council	ORA	<p>i. RESOLVED ORA2024/019 Review of plans for the installation of staggered barriers to replace the current gate at the western end of the Meadow Rise play area To proceed with the obtaining of quotations for the work at Meadow Rise play area as per the specification presented to the ORA Committee (Appendix 3, 2nd April 2024).</p>	Clerk to draw up a spec, obtain quotes and present to ORA.. Completed.	Completed	LS
2024/135	21.06.2024	Full Council	ORA	<p>ii. RESOLVED ORA2024/023 Draft appeals procedure in the case of an eviction decision. To adopt the appeals procedure for allotment evictions as Council policy as presented to the ORA Committee (Appendix 6, 2nd April 2024). Detail of Appendix 6, 2nd April 2024. (Text not reproduced here).</p>	Clerk to add to the draft of the 2025 tenancy agreement.		LS

2024/135	21.06.2024	Full Council	ORA	<p>iii. RESOLVED ORA2024/037 Summer planting of seeding/bulbs on sections of 'New Road' (A473). Referred to ORA by the Community Engagement Committee.</p> <p>To proceed with planting of seeds/bulbs on sections of new road (A473) as per the drawings attached in the appendix provided (appendix 4). Allowing the grounds-person some practical leeway to make minor alterations depending on ground conditions and ensuring appropriate plants are planted. The Clerk to seek permission from the landowner. The Clerk to ensure the landowner/local authority consents not to mow the areas where planting takes place in future.</p>	Obtain consent from RCTCBC and / /or landowner. Issue instruction to senior grounds person.		LS
2024/135	21.06.2024	Full Council	ORA	<p>ORA2024/038 Placement of a bench at Meadow Rise.</p> <p>To site a bench adjacent to the area of green space on Meadow Rise on an existing concrete pad and facing the road. To authorise the officers to spend £790, comprising £405 for a 2-seater bench (3 quotations having been considered and option 1 presented in appendix 5 selected) plus a 10% contingency and £385 fitting costs. To refer the matter to the CIL Committee for use of CIL funds, but if not allocated to purchase from general reserves making a virement where necessary</p>	Purchase bench, instruct contractor. Put onto CIL Committee agenda to decide whether CIL funds allocated.		LS
2024/135	21.06.2024	Full Council	ORA	<p>vi. RESOLVED ORA2024/045 Action plan regarding the ongoing upkeep of an allotment plot on Jubilee Street site and to consider next steps - For the Clerk to continue to monitor progress on a monthly basis regarding cultivation and attendance on the plot.</p>	Monitor monthly report progress to ORA. Checked early July 24 - Good progress.		LS
2024/135	21.06.2024	Full Council	ORA	<p>vii. RESOLVED To issue 1 months' notice of eviction and to evict the plot-holders currently occupying Bridgend Road plot 26 named in the confidential paper presented to the ORA Committee (Appendix 10, 4th June 2024). Under the terms expressed in the warning letters and under the following terms of the tenancy agreement:</p>	Eviction notice issued. Vacant from 5th July 24	Completed	LS
2024/135	21.06.2024	Full Council	ORA	<p>viii. RESOLVED Regarding the plot holder currently occupying Bridgend Road plot 35 named in the confidential paper presented to the ORA Committee (Appendix 10, 4th June 2024). To defer any decision regarding eviction and to re-inspect the plot prior to the next scheduled ORA Committee meeting scheduled for 30th July 2024 to monitor progress. The Clerk to write to the plot holder extending the deadline to remove the concrete base and any brickwork until that time. The Clerk to also write to the plot holder to give a 3 month improvement notice in terms of active cultivation of the plot and /or to request a cultivation plan from the plot-holder against which they can be monitored.</p>	Produce 3 month improvement notice and arrange date for re-inspection. Have informed		LS
2024/135	21.06.2024	Full Council	ORA	<p>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.</p>	Issued notices and letters. Plot being cleared. No contact from plotholder. Attempting to ascertain whether they are notified.		LS

2024/136	21.06.2024	Full Council	Full Council	2024/136 Quotation received to carry out 'Improvements to equestrian access on Bridleway PSM40/4. Bethlehem Way to Brynna Woods RESOLVED To accept the quotation, the Clerk haven striven to obtain 3 quotations but only1 quotation have been received. The Officers authorised to spend £1,400 of CIL monies subject to proper obtaining of the appropriate PROW orders and notifying local residents immediately affected by the closure.	Obtain PROW closure order. Leaflett properties and arrange. Work arranged for week commencing Monday 29th July 2024		LS
2024/137	21.06.2024	Full Council	CEC	The following resolutions were noted: i. RESOLVED The terms of reference for the public consultation to include:..... Text not included here for reasons of brevity.	ensure TCWG material complies.		LS
2024/137	21.06.2024	Full Council	CEC	ii. RESOLVED The Trenos Crossing and Ewenny Bridge Working Group to be delegated the following functions and to report back to the CEC with recommendations: 17. The production of draft documents to be used for the consultation. 18. The method of consulting the public. 19. The start date and duration of the consultation	ensure TCWG material complies.		LS
2024/138	21.06.2024	Full Council	Full Council	2024/138 Recommendations of the Fireworks Working Group i. RESOLVED The Council to use the services of Pendragon Fireworks & Pyrotechnics to provide the fireworks and the display itself and to adopt the remaining aspects of running and managing the event in-house. The Officers of the Council be delegated authority to spend up to £12,148.40 on the event. Operational aspects of the event to be managed by the officers of the council in consultation with the Fireworks Working Group. The event to allow no outside bucket charity or other collections and no vendors to be charged for attending. A virement to be taken from general reserves to account for the exceeding of the budget.	Inform relevant parties. Pendragon, LCDP, Fireworks 2000 and Rocket informed and confirmation received.	Completed	LS
2024/138	21.06.2024	Full Council	Full Council	ii. RESOLVED To host the 2024 fireworks event at the LRGT Welfare Hall and Grounds and to authorise the officers to spend up to £250 on the venue and £15/hour for cleaning up to a maximum of £60 on receipt of appropriate invoices.	Inform relevant parties. Welfare and LCDP informed. Take instruction from FWWG to place orders accordingly..	Completed	LS
2024/139	21.06.2024	Full Council	Audit	i. RESOLVED A2024/040 To consider information relating to a previously awarded grant and next steps. That the Clerk contact Brynna Football Club (Seniors) to request repayment of £1,000 granted in October 2023. The Club having declined to provide further information requested in relation to a second bank account that was not declared at the time of the application.	Refund requested and received	Completed	LS
2024/139	21.06.2024	Full Council	Audit	a) To accept recommendation 1 of the audit report and for the officers to make the necessary alterations to the Standing Orders and Financial Regulations.	Change tender limit from £45k to £35k inv VAT, redraft financial regulations (Note:	Completed	LS
2024/139	21.06.2024	Full Council	Audit	f) To note recommendation 6 of the audit report and for the officers to draw up a simple guide to illustrate which documents should be posted on which section of the website with a simple guide to doing so.			LS
2024/139	21.06.2024	Full Council	Audit	g) To accept recommendation 7 of the audit report and for the officers to present an appropriate suite of draft GDPR policies and documents to Council for adoption.			LS
2024/139	21.06.2024	Full Council	Audit	h) To accept recommendation 8 of the audit report and for the officers to present draft policies to Council for adoption, specifically: A Social Media Policy; A Biodiversity, Crime and Disorder Policy; A Business Continuity Plan; A Freedom of Information Publication Policy; A Lone and Isolated Worker Policy; A Petition Policy; A Privacy Notice.			LS

2024/139	21.06.2024	Full Council	Audit	i) To note recommendation 9 of the audit report. For the officers to request of the auditor whether the current practices of the Council as described in the Council's Financial Regulations are legal, and if not for the auditor to provide the legal or statutory reference to which the Council is non-compliant for further consideration.	The Clerk has written to the auditor 21.6.24		LS
2024/139	21.06.2024	Full Council	Audit	j) To note recommendation 10 of the audit report. For the officers to request of the auditor the legal or statutory reference to which the payments are non-compliant or the NALC legal topic note dealing with this matter. One Voice Wales having confirmed the legality of such direct payments both prior to the payments being made and again following receipt of the audit report. Furthermore the officers having only found reference to double taxation relating to the duplication of services and having found no overarching bar to making payments directly to a school for non-curriculum activities.	The Clerk has written to the auditor 21.6.24		LS
2024/139	21.06.2024	Full Council	Audit	k) To note recommendation 11 of the audit report but to continue in its current method of using EMR's to manage its CIL funds. To accept the recommendation regarding the requirement to secure the entirety of a project's funding prior to any expenditure against that project being made, including project phasing to obfuscate the total cost of a project and for the officers to alter the Councils grant policy and application forms accordingly.	Alter CIL and general grant application forms. General grant draft completed and sent to members. Audit Committee to consider 16.7.24		LS
2024/139	21.06.2024	Full Council	Audit	m) To accept recommendation 13 of the audit report and for the officers to draft new contracts for all staff using the NALC nationally agreed model contract issued by One Voice Wales in April 2024. These drafts to be presented to a future meeting of the HR Committee in the first instance.			LS
2024/139	21.06.2024	Full Council	Audit	n) To accept recommendation 14 (The number is duplicated in the report. For the avoidance of doubt this minute refers to the second items referring to Internal control objective 8) of the audit report and for the officers to make amendments to the asset register as described in the report.			LP
2024/139	21.06.2024	Full Council	Audit	o) To note recommendation 14 (The number is duplicated in the report. For the avoidance of doubt this minute refers to the second items referring to Internal control objective 9) of the audit report. For the officers to carry out an analysis of the practical and financial aspects of making changes to the account(s) for presentation to a future meeting of the Audit Committee.			LP
2024/139	21.06.2024	Full Council	Audit	iii. RESOLVED A2024/044 Annual Return of Accounts and Annual Governance Statement (AGAR) To approve the Annual Governance and Accountability Return (AGAR)	To return the signed AGAR		LP
2024/145	21.06.2024	Full Council	Full Council	2024/145 To elect a member to the Hamlet/Ward Gateway working group to replace a member who has resigned. RESOLVED Deferred to the September meeting of the Council	Add to Sept agenda		LS
2024/152	21.06.2024	Full Council	Full Council	2024/152 Request for access over the Council's land to carry out works to an adjacent property by a local resident RESOLVED To grant the local resident and their agents access over the area of Council land at the Mountain Hare play area indicated on the plan provided in Appendix 21 in order to carry out improvement works to the rear of the property on the following conditions:	Clerk to inform landowner and carry and monitor actions detailed in the resolution. The Clerk has written to the landowner to request a meeting. 22/06/2024		LS

**From:** [The Clerk / Project Officer](#)  
**To:** [Howard Evans](#)  
**Subject:** Re: DMMO Dan y Graig Road to Argoed Avenue.  
**Date:** 12 June 2024 19:42:48

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Hi Poppy,

I presented your email and my responses as correspondence but none of the councillors at the meeting have responded to request the matter be added to an agenda.

I will include as correspondence again at the full council meeting.

Sorry it's not better news.

Regards

Sent from [Outlook for iOS](#)

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**From:** Howard Evans [REDACTED]  
**Sent:** Wednesday, June 12, 2024 5:04:32 PM  
**To:** The Clerk / Project Officer <project@llanharan-cc.gov.wales>  
**Subject:** Re: DMMO Dan y Graig Road to Argoed Avenue.

Hello Leigh,

I'm just wondering how the meeting went on 4th June and what the response was about a DMMO for the path at Argoed Avenue.

Many thanks and kind regards,

Poppy

On Fri, 31 May 2024, 4:55 pm zion5457, [REDACTED] wrote:

Hi Leigh!

Many thanks, that would be great.

Do you need any more information?

Kind regards,

Poppy

Sent from my Galaxy

----- Original message -----

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

**Date:** 30/05/2024 5:19 pm (GMT+02:00)

**Subject:** RE: DMMO Dan y Graig Road to Argoed Avenue.

Poppy,

To bring this to the attention of Councillors ill include as correspondence for the meeting to be held on 4<sup>th</sup> June.

Best regards

**Leigh Smith**

**Clerk to the Council.**

**Llanharan Community Council**

[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

[www.llanharan-cc.gov.wales](http://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:** The Clerk / Project Officer

**Sent:** Wednesday, May 29, 2024 6:56 PM

**To:** zion5457 <[REDACTED]>  
[REDACTED] [REDACTED] Argoed Avenue.

Hi Poppy,

I cant find any resolution relating to this im afraid.

Council did resolve this in April 2021 but it relates to facilitating applications for footpaths:

*Assisting members of the public who wish to register footpaths as a Public Right of Way'. Be altered to the following:*

- i) Members of the public to collect all witness statements and evidence required and to complete the relevant evidence forms accordingly.*
- ii) The Community Council (previously Members of the public) to complete 'Certificate 1' (Application for a DMMO).*
- iii) The Community Council will check that all evidence paperwork and Certificate 1 is in order.*
- iv) The Community Council will complete 'Certificate 2' (To certify that the requirements of paragraph 2 of schedule 14 to the Wildlife Countryside Act 1981 have been complied with. ie Landowners have been contacted and served with a 'Certificate 3' notice or alternative).*
- v) In order to comply, The Community Council will carry out land registry searches and other investigations in order to identify land owners).*
- vi) The Community Council will complete 'Certificate 3' (Notice of DMMO application) and provide this document to landowners.*
- vii) The Community Council will submit the application to the Local Authority.*

In order to get this onto the agenda to be considered by Council you would need a councillor to request it be put onto the agenda.

They would need to be prepared to propose the motion and provide the information required for a paper.

Best regards

**Leigh Smith**

**Clerk to the Council.**

**Llanharan Community Council**

[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

[www.llanharan-cc.gov.wales](http://www.llanharan-cc.gov.wales)

**Tel: 01443 231430 / 07769 266675**

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**From:** zion5457 <[REDACTED]>  
**Sent:** Tuesday, May 21, 2024 2:49 PM  
**To:** The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>  
**Subject:** RE: DMMO Dan y Graig Road to Argoed Avenue.

Hi Lee,

Thank you for your reply.

It would have been before Covid, so I'm guessing 2020, which seems a long time ago!

If you can not find the details, please could you ask about it with a view to persuing the



matter now?

Many thanks and kind regards,

Poppy

Sent from my Galaxy

----- Original message -----

From: The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>

Date: 21/05/2024 10:01 am (GMT+00:00)

To: Howard Evans [REDACTED]

Subject: RE: DMMO Dan y Graig Road to Argoed Avenue.

Hi Poppy,

Lovely to see you, its been a while !

Do you know roughly when the resolution was passed?

I've found this one but I don't think this is it as it relates to footpaths.

### **2021/007 RESOLVED**

Approved subject to alterations being applied as set out in paper Appendix 2a presented to the Council as below:

Assisting members of the public who wish to register footpaths as a Public Right of Way'. Be altered to the following: i) Members of the public to collect all witness statements and evidence required and to complete the relevant evidence forms accordingly. ii) The Community Council (previously Members of the public) to complete 'Certificate 1' (Application for a DMMO). iii) The Community Council will check that all evidence paperwork and Certificate 1 is in order. iv) The Community

Council will complete 'Certificate 2' (To certify that the requirements of paragraph 2 of schedule 14 to the Wildlife Countryside Act 1981 have been complied with. ie Landowners have been contacted and served with a 'Certificate 3' notice or alternative). v) In order to comply, The Community Council will carry out land registry searches and other investigations in order to identify land owners). vi) The Community Council will complete 'Certificate 3' (Notice of DMMO application) and provide this document to landowners. vii) The Community Council will submit the application to the Local Authority.

Thanks

Leigh

**Leigh Smith**

**Clerk to the Council.**

**Llanharan Community Council**

[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

[www.llanharan-cc.gov.wales](http://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:** Howard Evans [REDACTED]  
**Sent:** Monday, May 20, 2024 2:01 PM  
**To:** The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>  
**Subject:** DMMO Dan y Graig Road to Argoed Avenue.

Hello Lee,

It was good to speak to you recently.

Please could you ask the community council if they are happy to proceed with the above DMMO if Helen Donnan and I provide you with several evidence forms?

The matter was discussed some years ago and it was agreed that if the community council were provided with evidence forms, it would proceed with the application. This will be written in the minutes.

Unfortunately, Covid then hit and the subject was never taken forward.

This is an important issue as horse-riders currently use the path and have done historically for several decades. If the land was sold, this path could be blocked. Without the DMMO,

horse-riders, cyclists and walkers would have to go to Llanharan Square and turn left by the High Corner, which is a dangerous route.

On behalf of several local residents, I thank you for your help in this matter.

Kind regards,

Poppy

## **Appendix 4**

### **PCSO Crime report**

Following a period of unplanned leave the PCSO has provided the following reports:

Report 1 - 10<sup>th</sup> May – 10<sup>th</sup> June

Report 2 - 10<sup>th</sup> June – 11<sup>th</sup> July

The PCSO wishes to pass on that from time to time they receive queries from the public regarding the reports regarding discrepancies with the figures as they may have witnessed police at a particular address etc...

The PCSO reminds members and members of the public that unfortunately due to data protection and other operational reasons, it is not appropriate to report some police calls or other activity in the report. The police are only allowed to provide figures for calls such as burglary, theft, damage and anti-social behaviour. Also some incidents may not show as they may have occurred in another area but the involved persons reside in Llanharan or Brynna

**Bryнна Crime Report (Last 31 days)****Burglary – 0 Accounts**

- Forced entry into premises. Items taken. Case ongoing.

**Damage – 1 Account**

- Youths set fire to chapel. 2 male and 2 female. Identities unknown. Premises has been secured. Patrols in place and enquiries being carried out to establish owner details.

**Theft – 0 Account****Anti Social Behaviour – 0 Accounts****Llanharan Crime Report (Last 31 days)****Burglary – 1 Account**

- Forced entry into premises. Items taken. Damage committed to property inside. No suspects identified. No forensic opportunities due to scene contamination prior to police attendance.

**Theft – 0 Accounts****Damage – 4 Accounts**

- Damage to vehicles. Key like marks/dents. No suspect identified.
- Damage to vehicle. Key like marks. No suspect identified.
- Youths causing damage inside a property – Matter being progressed with the correct authority. 2 calls.

**Anti Social Behaviour – 3 Accounts**

- Off road bikes riding around the estate – lack of evidence unable to locate/seize bike. ASB referral submitted. Patrols to be conducted.
- Noise nuisance – Revving vehicle engine early in the morning. Subject unknown. Patrols in place.
- Youths throwing stones at passing vehicles. Youths identified, ASB referrals submitted and parents advised.

## **Bryнна Crime Report (Last 31 days)**

### **Burglary – 0 Accounts**

### **Damage – 1 Account**

- Damage to land by vehicle.

### **Theft – 3 Accounts**

- Armoured cable taken. Enquiries ongoing.
- Motorbike taken. Enquiries carried out. Suspects unable to be identified.
- Garden waste bags taken from front garden. No suspects identified.

### **Anti Social Behaviour – 2 Accounts**

- Vehicles parked up and persons congregating talking/smoking outside car. Noise report. No offences or anti-social behaviour reported. Patrols to be conducted in the area.
- Off road bikes speeding around estate. No suspects known. Area being monitored via patrols. Policing strategy being discussed to tackle off-road bike issue in the area.

## **Llanharan Crime Report (Last 31 days)**

### **Burglary – 0 Accounts**

### **Theft – 3 Accounts**

- Garden chairs taken. No suspects identified.
- Waste disposal bin taken. No suspects identified.
- Bag taken with personal property inside. No suspects identified.

### **Damage – 1 Account**

- Youths in a public place causing damage to property with a BB gun. CCTV captured incident. Suspects identified. Case ongoing.

### **Anti Social Behaviour – 2 Accounts**

- Neighbour dispute regarding parking and dog concerns – Suitable advice given. No police action required. Area being monitored via patrols.
- Motorbikes being driven recklessly. Observations passed to officers in the area. No sightings. No further details known about the bikes. No video footage to complete further enquiries.

OFFICIAL - SWYDDOGOL  
**NOT PROTECTIVELY MARKED**

OFFICIAL - SWYDDOGOL  
**NOT PROTECTIVELY MARKED**

**Bank Reconciliation Statement as at 30/04/2024  
for Cashbook 1 - Current and Premium Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current A/c	30/04/2024		500.00
Businesss Premium A/c	30/04/2024		344,826.93
			<u>345,326.93</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			345,326.93
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			345,326.93
		<b>Balance per Cash Book is :-</b>	<b>345,326.93</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

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

**Signatory 2:**

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



## Bank Reconciliation up to 30/04/2024 for Cashbook No 1 - Current and Premium Bank A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
02/04/2024	BACS	875.00		875.00		R <input type="checkbox"/>	JB Director's Trust
02/04/2024	BACS	2,360.40		2,360.40		R <input type="checkbox"/>	RCT
02/04/2024	Plot41 BR		26.00	26.00		R <input type="checkbox"/>	Receipt(s) Banked
03/04/2024	DDR	413.57		413.57		R <input type="checkbox"/>	SSE Electric
03/04/2024	Allot		26.00	26.00		R <input type="checkbox"/>	Receipt(s) Banked
03/04/2024	ROW		1,330.00	1,330.00		R <input type="checkbox"/>	Receipt(s) Banked
04/04/2024	BACS	65.00		65.00		R <input type="checkbox"/>	FareShare Cymru
04/04/2024	BACS	28.99		28.99		R <input type="checkbox"/>	Leigh Smith
04/04/2024	BACS	362.40		362.40		R <input type="checkbox"/>	Rialtos
08/04/2024	DDR	9.15		9.15		R <input type="checkbox"/>	Tesco Mobile phone
08/04/2024	DIRECT	32.37		32.37		R <input type="checkbox"/>	Barclays Bank
08/04/2024	BACS	1,357.66		1,357.66		R <input type="checkbox"/>	HMRC NI & Tax
08/04/2024	BACS	1,129.13		1,129.13		R <input type="checkbox"/>	Nationwide Sureties
08/04/2024	BACS	3.10		3.10		R <input type="checkbox"/>	Clarity Copiers
08/04/2024	Loyalty		7.32	7.32		R <input type="checkbox"/>	Receipt(s) Banked
09/04/2024	Allot		23.83	23.83		R <input type="checkbox"/>	Receipt(s) Banked
12/04/2024	VAT Q4		3,536.23	3,536.23		R <input type="checkbox"/>	Receipt(s) Banked
15/04/2024	BACS	770.00		770.00		R <input type="checkbox"/>	Chris Evans
15/04/2024	BACS	868.00		868.00		R <input type="checkbox"/>	Rialtos
16/04/2024	DDR	500.58		500.58		R <input type="checkbox"/>	ARVAL
16/04/2024	Allot		56.00	56.00		R <input type="checkbox"/>	Receipt(s) Banked
23/04/2024	DDR	140.13		140.13		R <input type="checkbox"/>	BNP Paribas Printer
24/04/2024	PS3078786	50,000.00		50,000.00		R <input type="checkbox"/>	Public Sector Deposit Fund
26/04/2024	BACS	1,557.30		1,557.30		R <input type="checkbox"/>	RCT Pension Payment
26/04/2024	BACS	4,993.54		4,993.54		R <input type="checkbox"/>	STAFF SALARIES
26/04/2024	BACS	9,019.78		9,019.78		R <input type="checkbox"/>	Brynna Community Centre
29/04/2024	BcardApr24	899.75		899.75		R <input type="checkbox"/>	Barclaycard
30/04/2024	Precept		271,893.53	271,893.53		R <input type="checkbox"/>	Receipt(s) Banked
		<u>75,385.85</u>	<u>276,898.91</u>				

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation Statement as at 31/05/2024  
for Cashbook 1 - Current and Premium Bank A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current A/c	31/05/2024		500.00
Businesss Premium A/c	31/05/2024		300,922.90
			<u>301,422.90</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			301,422.90
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			301,422.90
		Balance per Cash Book is :-	301,422.90
		Difference is :-	0.00

Signatory 1:

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

Signatory 2:

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

## Bank Reconciliation up to 31/05/2024 for Cashbook No 1 - Current and Premium Bank A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
13/04/2024	BACS	128.85		128.85		R <input checked="" type="checkbox"/>	SSE Electric
22/04/2024	BACS	52.00		52.00		R <input checked="" type="checkbox"/>	RS
02/05/2024	Precept	50,000.00		50,000.00		R <input checked="" type="checkbox"/>	Public Sector Deposit Fund
03/05/2024	Precept 24	50,000.00		50,000.00		R <input checked="" type="checkbox"/>	Public Sector Deposit Fund
03/05/2024	DDR	259.78		259.78		R <input checked="" type="checkbox"/>	SSE Electric
03/05/2024	Pantry		297.91	297.91		R <input checked="" type="checkbox"/>	Receipt(s) Banked
07/05/2024	DIRECT	17.18		17.18		R <input checked="" type="checkbox"/>	Barclays Bank
07/05/2024	Precept	50,000.00		50,000.00		R <input checked="" type="checkbox"/>	Public Sector Deposit Fund
07/05/2024	13/3-14/4		2.76	2.76		R <input checked="" type="checkbox"/>	Receipt(s) Banked
08/05/2024	Precept	50,000.00		50,000.00		R <input checked="" type="checkbox"/>	Public Sector Deposit Fund
08/05/2024	DDR	9.87		9.87		R <input checked="" type="checkbox"/>	Tesco Mobile phones x 3
09/05/2024	BACS	1,500.00		1,500.00		R <input checked="" type="checkbox"/>	Dolau Primary School PTA
09/05/2024	BACS	385.00		385.00		R <input checked="" type="checkbox"/>	Chris Evans
09/05/2024	Precept	50,000.00		50,000.00		R <input checked="" type="checkbox"/>	Public Sector Deposit Fund
10/05/2024	BACS	65.00		65.00		R <input checked="" type="checkbox"/>	FareShare Cymru
14/05/2024	BACS	192.00		192.00		R <input checked="" type="checkbox"/>	Brynna Cleaning
14/05/2024	BACS	17,022.11		17,022.11		R <input checked="" type="checkbox"/>	Brynna Community Centre
14/05/2024	BACS	6.41		6.41		R <input checked="" type="checkbox"/>	Clarity Copiers
15/05/2024	DDR	500.58		500.58		R <input checked="" type="checkbox"/>	ARVAL
16/05/2024	BACS	173.60		173.60		R <input checked="" type="checkbox"/>	Rialtos
16/05/2024	BACS	66.58		66.58		R <input checked="" type="checkbox"/>	SSE Electric
20/05/2024	Precept 24		296,947.34	296,947.34		R <input checked="" type="checkbox"/>	Receipt(s) Banked
20/05/2024	Code error		-296,947.34	-296,947.34		R <input checked="" type="checkbox"/>	Receipt(s) Banked
20/05/2024	CIL 24/25		296,947.34	296,947.34		R <input checked="" type="checkbox"/>	Receipt(s) Banked
22/05/2024	BACS	156.00		156.00		R <input checked="" type="checkbox"/>	RCT
22/05/2024	BACS	500.00		500.00		R <input checked="" type="checkbox"/>	RJ
22/05/2024	BACS	52.00		52.00		R <input checked="" type="checkbox"/>	RJ
22/05/2024	BACS	156.00		156.00		R <input checked="" type="checkbox"/>	RJ
22/05/2024	BACS	52.00		52.00		R <input checked="" type="checkbox"/>	HD
22/05/2024	BACS	156.00		156.00		R <input checked="" type="checkbox"/>	HD
22/05/2024	BACS	156.00		156.00		R <input checked="" type="checkbox"/>	MS
22/05/2024	BACS	52.00		52.00		R <input checked="" type="checkbox"/>	MS
22/05/2024	BACS	156.00		156.00		R <input checked="" type="checkbox"/>	JM
22/05/2024	BACS	52.00		52.00		R <input checked="" type="checkbox"/>	JM
22/05/2024	BACS	156.00		156.00		R <input checked="" type="checkbox"/>	NF
22/05/2024	BACS	52.00		52.00		R <input checked="" type="checkbox"/>	NF
22/05/2024	BACS	52.00		52.00		R <input checked="" type="checkbox"/>	DE
22/05/2024	BACS	156.00		156.00		R <input checked="" type="checkbox"/>	DE
22/05/2024	BACS	200.00		200.00		R <input checked="" type="checkbox"/>	Wales Audit Office
23/05/2024	CIL24	50,000.00		50,000.00		R <input checked="" type="checkbox"/>	Public Sector Deposit Fund
24/05/2024	P41BR bond		23.83	23.83		R <input checked="" type="checkbox"/>	Receipt(s) Banked
28/05/2024	BACS	1,635.13		1,635.13		R <input checked="" type="checkbox"/>	RCT Pension Payment
28/05/2024	BACS	5,197.42		5,197.42		R <input checked="" type="checkbox"/>	STAFF SALARIES
28/05/2024	May24	1,260.06		1,260.06		R <input checked="" type="checkbox"/>	Barclaycard
31/05/2024	BACS	52.00		52.00		R <input checked="" type="checkbox"/>	Janine Turner
31/05/2024	BACS	156.00		156.00		R <input checked="" type="checkbox"/>	Janine Turner
31/05/2024	BACS	10,392.30		10,392.30		R <input checked="" type="checkbox"/>	Festive Lighting

Bank Reconciliation up to 31/05/2024 for Cashbook No 1 - Current and Premium Bank A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
		<u>341,175.87</u>	<u>297,271.84</u>				

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation Statement as at 30/06/2024  
for Cashbook 1 - Current and Premium Bank A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current A/c	30/06/2024		500.00
Businesss Premium A/c	30/06/2024		86,917.58
			<u>87,417.58</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			87,417.58
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			87,417.58
		Balance per Cash Book is :-	87,417.58
		Difference is :-	0.00

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation up to 30/06/2024 for Cashbook No 1 - Current and Premium Bank A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
28/05/2024	CREDITCARD	19.47		19.47		R <input checked="" type="checkbox"/>	Connected Kerb
28/05/2024	CREDITCARD	-19.47		-19.47		R <input checked="" type="checkbox"/>	Connected Kerb
03/06/2024	DDR	236.91		236.91		R <input checked="" type="checkbox"/>	SSE Electric
03/06/2024	CIL24 2/4	50,000.00		50,000.00		R <input checked="" type="checkbox"/>	Public Sector Deposit Fund
03/06/2024	4MAR/2JUN		519.59	519.59		R <input checked="" type="checkbox"/>	Receipt(s) Banked
04/06/2024	DIRECT	13.13		13.13		R <input checked="" type="checkbox"/>	Barclays Bank
04/06/2024	CIL24 3/4	50,000.00		50,000.00		R <input checked="" type="checkbox"/>	Public Sector Deposit Fund
04/06/2024	Loyalty		1.54	1.54		R <input checked="" type="checkbox"/>	Receipt(s) Banked
04/06/2024	Rebate		227.30	227.30		R <input checked="" type="checkbox"/>	Receipt(s) Banked
05/06/2024	BACS	156.00		156.00		R <input checked="" type="checkbox"/>	GH
05/06/2024	BACS	52.00		52.00		R <input checked="" type="checkbox"/>	GH
05/06/2024	CII 24 4/4	50,000.00		50,000.00		R <input checked="" type="checkbox"/>	Public Sector Deposit Fund
05/06/2024	BACS	65.00		65.00		R <input checked="" type="checkbox"/>	FareShare Cymru
05/06/2024	BACS	160.00		160.00		R <input checked="" type="checkbox"/>	Combined Playground Services
06/06/2024	CIL 24	50,000.00		50,000.00		R <input checked="" type="checkbox"/>	Public Sector Deposit Fund
07/06/2024	BACS	156.00		156.00		R <input checked="" type="checkbox"/>	CP
07/06/2024	BACS	52.00		52.00		R <input checked="" type="checkbox"/>	CP
07/06/2024	BACS	1,860.00		1,860.00		R <input checked="" type="checkbox"/>	Jeremy Widdas
07/06/2024	BR 36		39.00	39.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
10/06/2024	DDR	9.87		9.87		R <input checked="" type="checkbox"/>	Tesco Mobile phones x 3
12/06/2024	BACS	7.00		7.00		R <input checked="" type="checkbox"/>	HM Land Registry
12/06/2024	BACS	1,056.00		1,056.00		R <input checked="" type="checkbox"/>	D3SIGNS
12/06/2024	BACS	5.00		5.00		R <input checked="" type="checkbox"/>	RCT
17/06/2024	BACS	500.58		500.58		R <input checked="" type="checkbox"/>	ARVAL
17/06/2024	BACS	192.00		192.00		R <input checked="" type="checkbox"/>	Brynna Cleaning
24/06/2024	BACS	1,500.00		1,500.00		R <input checked="" type="checkbox"/>	DE
24/06/2024	BACS	30.47		30.47		R <input checked="" type="checkbox"/>	Welsh Water
24/06/2024	BACS	1,641.00		1,641.00		R <input checked="" type="checkbox"/>	One Voice Wales
24/06/2024	Pantry		318.25	318.25		R <input checked="" type="checkbox"/>	Receipt(s) Banked
25/06/2024	PR		16.00	16.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
27/06/2024	BcardJun24	742.54		742.54		R <input checked="" type="checkbox"/>	Barclaycard
28/06/2024	BACS	1,596.21		1,596.21		R <input checked="" type="checkbox"/>	RCT Pension Payment
28/06/2024	BACS	5,095.29		5,095.29		R <input checked="" type="checkbox"/>	STAFF SALARIES
		<u>215,127.00</u>	<u>1,121.68</u>				

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation Statement as at 30/04/2024  
for Cashbook 2 - Public Sector Deposit Fund

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
The Public Sector Deposit Fund	30/04/2024		696,275.97
	30/04/2024		0.00
			<u>696,275.97</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			696,275.97
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			696,275.97
		Balance per Cash Book is :-	696,275.97
		Difference is :-	0.00

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation up to 30/04/2024 for Cashbook No 2 - Public Sector Deposit Fund

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
03/04/2024	Apr24Div		3,371.41	3,371.41		R <input checked="" type="checkbox"/>	Receipt(s) Banked
24/04/2024	PS3078786		50,000.00	50,000.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>0.00</u>	<u>53,371.41</u>				

Signatory 1:

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

Signatory 2:

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



Bank Reconciliation Statement as at 31/05/2024  
for Cashbook 2 - Public Sector Deposit Fund

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
The Public Sector Deposit Fund	31/05/2024		999,096.07
	31/05/2024		0.00
			<u>999,096.07</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			999,096.07
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			999,096.07
		Balance per Cash Book is :-	999,096.07
		Difference is :-	0.00

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation up to 31/05/2024 for Cashbook No 2 - Public Sector Deposit Fund

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
03/04/2024	Apr24 Div		3,371.41	3,371.41		R <input type="checkbox"/>	Receipt(s) Banked
03/04/2024	Apr24DIV		-3,371.41	-3,371.41		R <input type="checkbox"/>	Receipt(s) Banked
02/05/2024	Precept		50,000.00	50,000.00		R <input type="checkbox"/>	Receipt(s) Banked
02/05/2024	May 24 Div		2,820.10	2,820.10		R <input type="checkbox"/>	Receipt(s) Banked
03/05/2024	Precept 24		50,000.00	50,000.00		R <input type="checkbox"/>	Receipt(s) Banked
07/05/2024	Precept		50,000.00	50,000.00		R <input type="checkbox"/>	Receipt(s) Banked
08/05/2024	Precept		50,000.00	50,000.00		R <input type="checkbox"/>	Receipt(s) Banked
09/05/2024	Precept		50,000.00	50,000.00		R <input type="checkbox"/>	Receipt(s) Banked
23/05/2024	CIL24		50,000.00	50,000.00		R <input type="checkbox"/>	Receipt(s) Banked
		<u>0.00</u>	<u>302,820.10</u>				

Signatory 1:

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

Signatory 2:

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

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
The Public Sector Deposit Fund	30/06/2024		1,203,146.89
	30/06/2024		0.00
			<u>1,203,146.89</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,203,146.89
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,203,146.89
		Balance per Cash Book is :-	1,203,146.89
		Difference is :-	0.00

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation up to 30/06/2024 for Cashbook No 2 - Public Sector Deposit Fund

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
03/06/2024	CIL24 2/4		50,000.00	50,000.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
04/06/2024	CIL24 3/4		50,000.00	50,000.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
04/06/2024	Div June24		4,050.82	4,050.82		R <input checked="" type="checkbox"/>	Receipt(s) Banked
05/06/2024	CII 24 4/4		50,000.00	50,000.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
06/06/2024	CIL 24		50,000.00	50,000.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>0.00</u>	<u>204,050.82</u>				

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation Statement as at 30/04/2024  
for Cashbook 3 - Barclaycard

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BarclayCard	01/04/2024		0.00
	01/04/2024		0.00
			<u>0.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation up to 30/04/2024 for Cashbook No 3 - Barclaycard

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
01/04/2024	CREDITCARD	7.35		7.35		R <input checked="" type="checkbox"/>	Llanharan Service Station
29/04/2024	CREDITCARD	66.81		66.81		R <input checked="" type="checkbox"/>	ALDI
29/04/2024	CREDITCARD	180.33		180.33		R <input checked="" type="checkbox"/>	ALDI
29/04/2024	CREDITCARD	130.62		130.62		R <input checked="" type="checkbox"/>	ALDI
29/04/2024	CREDITCARD	105.16		105.16		R <input checked="" type="checkbox"/>	ALDI
29/04/2024	CREDITCARD	82.40		82.40		R <input checked="" type="checkbox"/>	ALDI
29/04/2024	CREDITCARD	23.97		23.97		R <input checked="" type="checkbox"/>	Amazon
29/04/2024	CREDITCARD	10.03		10.03		R <input checked="" type="checkbox"/>	ALDI
29/04/2024	CREDITCARD	118.08		118.08		R <input checked="" type="checkbox"/>	Microsoft
29/04/2024	CREDITCARD	49.20		49.20		R <input checked="" type="checkbox"/>	Microsoft
29/04/2024	CREDITCARD	12.99		12.99		R <input checked="" type="checkbox"/>	ZOOM
29/04/2024	CREDITCARD	19.97		19.97		R <input checked="" type="checkbox"/>	ADOBE
29/04/2024	CREDITCARD	-12.99		-12.99		R <input checked="" type="checkbox"/>	ZOOM
29/04/2024	CREDITCARD	12.99		12.99		R <input checked="" type="checkbox"/>	ZOOM
29/04/2024	CREDITCARD	3.00		3.00		R <input checked="" type="checkbox"/>	HM Land Registry
29/04/2024	CREDITCARD	9.95		9.95		R <input checked="" type="checkbox"/>	Amazon
29/04/2024	CREDITCARD	0.86		0.86		R <input checked="" type="checkbox"/>	Amazon
29/04/2024	CREDITCARD	32.99		32.99		R <input checked="" type="checkbox"/>	Amazon
29/04/2024	CREDITCARD	6.98		6.98		R <input checked="" type="checkbox"/>	Amazon
29/04/2024	CREDITCARD	18.93		18.93		R <input checked="" type="checkbox"/>	Connected Kerb
29/04/2024	CREDITCARD	19.63		19.63		R <input checked="" type="checkbox"/>	Connected Kerb
29/04/2024	CREDITCARD	-180.33		-180.33		R <input checked="" type="checkbox"/>	ALDI
29/04/2024	CREDITCARD	180.83		180.83		R <input checked="" type="checkbox"/>	ALDI
29/04/2024	BcardApr24		899.75	899.75		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>899.75</u>	<u>899.75</u>				

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation Statement as at 31/05/2024  
for Cashbook 3 - Barclaycard

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BarclayCard	31/05/2024		0.00
	31/05/2024		0.00
			<hr/> 0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation up to 31/05/2024 for Cashbook No 3 - Barclaycard

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
28/05/2024	CREDITCARD	48.89		48.89		R <input checked="" type="checkbox"/>	ALDI
28/05/2024	CREDITCARD	114.81		114.81		R <input checked="" type="checkbox"/>	ALDI
28/05/2024	CREDITCARD	91.40		91.40		R <input checked="" type="checkbox"/>	ALDI
28/05/2024	CREDITCARD	19.97		19.97		R <input checked="" type="checkbox"/>	ADOBE
28/05/2024	CREDITCARD	-19.97		-19.97		R <input checked="" type="checkbox"/>	ADOBE
28/05/2024	CREDITCARD	19.97		19.97		R <input checked="" type="checkbox"/>	ADOBE
28/05/2024	CREDITCARD	12.99		12.99		R <input checked="" type="checkbox"/>	ZOOM
28/05/2024	CREDITCARD	98.40		98.40		R <input checked="" type="checkbox"/>	Moneysoft
28/05/2024	CREDITCARD	110.39		110.39		R <input checked="" type="checkbox"/>	ALDI
28/05/2024	CREDITCARD	57.00		57.00		R <input checked="" type="checkbox"/>	ALDI
28/05/2024	CREDITCARD	71.57		71.57		R <input checked="" type="checkbox"/>	ALDI
28/05/2024	CREDITCARD	58.15		58.15		R <input checked="" type="checkbox"/>	Viking Group
28/05/2024	CREDITCARD	118.08		118.08		R <input checked="" type="checkbox"/>	Microsoft
28/05/2024	CREDITCARD	49.20		49.20		R <input checked="" type="checkbox"/>	Microsoft
28/05/2024	CREDITCARD	8.95		8.95		R <input checked="" type="checkbox"/>	Post Office Ltd
28/05/2024	CREDITCARD	21.98		21.98		R <input checked="" type="checkbox"/>	Screwfix
28/05/2024	CREDITCARD	34.60		34.60		R <input checked="" type="checkbox"/>	Llanharan Service Station
28/05/2024	CREDITCARD	93.96		93.96		R <input checked="" type="checkbox"/>	Amazon
28/05/2024	CREDITCARD	39.99		39.99		R <input checked="" type="checkbox"/>	Amazon
28/05/2024	CREDITCARD	19.18		19.18		R <input checked="" type="checkbox"/>	Amazon
28/05/2024	CREDITCARD	15.98		15.98		R <input checked="" type="checkbox"/>	Amazon
28/05/2024	CREDITCARD	35.49		35.49		R <input checked="" type="checkbox"/>	Amazon
28/05/2024	CREDITCARD	24.17		24.17		R <input checked="" type="checkbox"/>	Cromwell
28/05/2024	CREDITCARD	15.45		15.45		R <input checked="" type="checkbox"/>	Connected Kerb
28/05/2024	CREDITCARD	79.99		79.99		R <input checked="" type="checkbox"/>	Microsoft
28/05/2024	CREDITCARD	19.47		19.47		R <input checked="" type="checkbox"/>	Connected Kerb
28/05/2024	May24		1,260.06	1,260.06		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		1,260.06	1,260.06				

Signatory 1:

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

Signatory 2:

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



Bank Reconciliation Statement as at 30/06/2024  
for Cashbook 3 - Barclaycard

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BarclayCard	30/06/2024		0.00
	30/06/2024		0.00
			<hr/> 0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation up to 30/06/2024 for Cashbook No 3 - Barclaycard

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
27/06/2024	CREDITCARD	0.73		0.73		R <input checked="" type="checkbox"/>	Connected Kerb
27/06/2024	CREDITCARD	32.50		32.50		R <input checked="" type="checkbox"/>	Llanharan Service Station
27/06/2024	CREDITCARD	7.30		7.30		R <input checked="" type="checkbox"/>	Llanharan Service Station
27/06/2024	CREDITCARD	17.54		17.54		R <input checked="" type="checkbox"/>	Connected Kerb
27/06/2024	CREDITCARD	61.39		61.39		R <input checked="" type="checkbox"/>	ALDI
27/06/2024	CREDITCARD	32.49		32.49		R <input checked="" type="checkbox"/>	Trago Mills
27/06/2024	CREDITCARD	21.24		21.24		R <input checked="" type="checkbox"/>	Connected Kerb
27/06/2024	CREDITCARD	73.23		73.23		R <input checked="" type="checkbox"/>	ALDI
27/06/2024	CREDITCARD	73.04		73.04		R <input checked="" type="checkbox"/>	ALDI
27/06/2024	CREDITCARD	123.50		123.50		R <input checked="" type="checkbox"/>	ALDI
27/06/2024	CREDITCARD	32.10		32.10		R <input checked="" type="checkbox"/>	Llanharan Service Station
27/06/2024	CREDITCARD	105.61		105.61		R <input checked="" type="checkbox"/>	Microsoft
27/06/2024	CREDITCARD	49.20		49.20		R <input checked="" type="checkbox"/>	Microsoft
27/06/2024	CREDITCARD	12.99		12.99		R <input checked="" type="checkbox"/>	ZOOM
27/06/2024	CREDITCARD	19.97		19.97		R <input checked="" type="checkbox"/>	ADOBE
27/06/2024	CREDITCARD	32.94		32.94		R <input checked="" type="checkbox"/>	Amazon
27/06/2024	CREDITCARD	-35.49		-35.49		R <input checked="" type="checkbox"/>	Amazon
27/06/2024	CREDITCARD	11.42		11.42		R <input checked="" type="checkbox"/>	ALDI
27/06/2024	CREDITCARD	13.66		13.66		R <input checked="" type="checkbox"/>	Connected Kerb
27/06/2024	CREDITCARD	20.78		20.78		R <input checked="" type="checkbox"/>	Connected Kerb
27/06/2024	BcardJun24		742.54	742.54		R <input checked="" type="checkbox"/>	Receipt(s) Banked
28/06/2024	CREDITCARD	15.96		15.96		R <input checked="" type="checkbox"/>	Connected Kerb
28/06/2024	CREDITCARD	20.44		20.44		R <input checked="" type="checkbox"/>	Connected Kerb
		<u>742.54</u>	<u>742.54</u>				

Signatory 1:

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

Signatory 2:

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

## Detailed Income &amp; Expenditure by Budget Heading 30/06/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>Income</u>							
1076 Precept	271,894	271,894	0			100.0%	
1090 PSDF Re-invested dividend	10,242	20,000	9,758			51.2%	
1100 Agency Income	0	1,330	1,330			0.0%	
1990 Other Income	759	1,000	241			75.9%	
<u>200</u> <u>Administration</u>							
4000 Staff Salaries & Wages (Net)	(15,286)	(63,238)	47,952		47,952	24.2%	
4005 Employer & Employee Pension	(4,789)	(25,102)	20,313		20,313	19.1%	
4010 Employer & Employee NI & Tax	0	(39,796)	39,796		39,796	0.0%	
4055 Mileage & Subsistence	0	(200)	200		200	0.0%	
4057 HR Expenditure	0	(1,000)	1,000		1,000	0.0%	
4060 Council Tax	(2,360)	(2,500)	140		140	94.4%	
4065 Office Rent	(875)	(3,500)	2,625		2,625	25.0%	
4066 Meeting venue hire	0	(450)	450		450	0.0%	
4070 IT Costs (Office 365)Web Site	(800)	(2,500)	1,700		1,700	32.0%	
4075 Telephone & Broadband	(24)	(1,450)	1,426		1,426	1.7%	
4080 Electric ( office)	(473)	(1,600)	1,127		1,127	29.6%	
4085 Water Rates (for Office)	0	(200)	200		200	0.0%	
4090 Stationery and postage	(58)	(350)	292		292	16.6%	
4095 Cleaning Materials	0	(50)	50		50	0.0%	
4100 Cleaning Contract	(384)	(1,200)	816		816	32.0%	
4105 Office Cap ExpChain of Office	0	(1,000)	1,000		1,000	0.0%	
4110 Office Maintenance	(70)	(750)	680		680	9.3%	
4115 Professional and Legal Fees	(302)	(3,500)	3,198		3,198	8.6%	
4116 Land Registry Fees	(10)	(240)	230		230	4.2%	
4120 Internal Audit Fees	400	(750)	1,150		1,150	(53.3%)	
4125 External Audit Fees	200	(400)	600		600	(50.0%)	
4130 Subscriptions and Memberships	(1,954)	(2,750)	796		796	71.1%	
4135 Bank Charges	(63)	(250)	187		187	25.1%	
4140 Storage Space Rental	0	(720)	720		720	0.0%	
<u>220</u> <u>Insurances</u>							
4200 General Insurance	0	(5,000)	5,000		5,000	0.0%	
4205 Vehicle Insurance	0	(5,000)	5,000		5,000	0.0%	
4210 Office Insurance	0	(100)	100		100	0.0%	
<u>240</u> <u>Staff &amp; Member Training</u>							
4300 Members Training	0	(750)	750		750	0.0%	
4305 Staff Training	0	(750)	750		750	0.0%	
<u>260</u> <u>Member's Allowances</u>							
4350 Chair	(1,500)	(1,500)	0		0	100.0%	

## Detailed Income &amp; Expenditure by Budget Heading 30/06/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4355 Special Responsibility	(500)	(500)	0		0	100.0%	
4360 Member Allowances	(2,080)	(2,912)	832		832	71.4%	
<u>300 Plant &amp; Equipment</u>							
4400 Plant Purchase / Lease	(1,256)	(5,500)	4,244		4,244	22.8%	
4415 Red Tractor Maintenance	0	(1,200)	1,200		1,200	0.0%	
4420 Portable & Hand Tools Purchase	(42)	(250)	208		208	16.8%	
4425 Portable & Hand Tool Maint	0	(400)	400		400	0.0%	
4430 PPE - New & Replacement	0	(300)	300		300	0.0%	
4435 Plant & Equipment Fuel	(265)	(750)	485		485	35.3%	
<u>400 Street Furnishings</u>							
4500 Hanging Baskets	(880)	(8,500)	7,620		7,620	10.4%	
4505 Christmas Lights and Trees	(8,660)	(30,000)	21,340		21,340	28.9%	
4510 Public Clocks - Maintenance	0	(500)	500		500	0.0%	
4515 Notice Boards - Maintenance	0	(100)	100		100	0.0%	
4520 Bus shelter - Maintenance	0	(100)	100		100	0.0%	
4525 Planters - Maintenance	0	(100)	100		100	0.0%	
4530 Benches & Tables Maintenance	(20)	(100)	80		80	20.1%	
<u>500 Community Functions</u>							
4600 Christmas Dinners	0	(6,500)	6,500		6,500	0.0%	
4610 Firework Display	0	(11,000)	11,000		11,000	0.0%	
4615 Multi Cultural Carnival	0	(6,250)	6,250		6,250	0.0%	
<u>550 Grants</u>							
4700 General Grants	(1,500)	(10,000)	8,500		8,500	15.0%	
4710 LCDP - SLA	0	(25,000)	25,000		25,000	0.0%	
4715 Wild Life Trust - Brynna Woods	0	(10,000)	10,000	(5,000)	5,000	50.0%	
<u>600 Outdoor Spaces</u>							
4800 Rights of Way	0	(1,330)	1,330		1,330	0.0%	
4805 Skateboard Park - Maintenance	(1,550)	(1,000)	(550)		(550)	155.0%	
4810 Play & O/Spaces Maintenance	(160)	(1,500)	1,340		1,340	10.7%	
4815 General Repair Consumables	0	(250)	250		250	0.0%	
<u>620 War Memorials</u>							
4855 Other Maintenance	0	(500)	500		500	0.0%	
<u>630 Llanharan Pantry</u>							
1991 Llanharan Pantry	616	0	(616)			0.0%	616
4730 Llanharan Pantry Expenses	(1,133)	0	(1,133)		(1,133)	0.0%	1,586
<u>650 Street Lighting Electric</u>							
4575 Street Lighting Electric	(163)	(350)	187		187	46.5%	

## Detailed Income &amp; Expenditure by Budget Heading 30/06/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>700 Allotments</u>							
1200 Allotment Income	79	2,500	2,421			3.1%	
4900 Allotment Lease Costs	0	(22)	22		22	0.0%	
4901 Allotment Maintenance	0	(250)	250		250	0.0%	
4905 Allotment Water	(30)	(550)	520		520	5.5%	
<u>750 Community Infrastructure Levy</u>							
1300 Community Infrastructure Levy	296,947	0	(296,947)			0.0%	296,947
4950 CIL Benches	(1,155)	0	(1,155)		(1,155)	0.0%	1,155
4955 CIL Project 1 Memorial Garden	(1,129)	0	(1,129)		(1,129)	0.0%	1,129
4958 CIL Grants	(26,042)	0	(26,042)		(26,042)	0.0%	26,042
4962 CIL Project Telephone Kiosk	(20)	0	(20)		(20)	0.0%	20
<u>800 Contingency</u>							
4990 Contingency	0	(10,000)	10,000		10,000	0.0%	
Grand Totals:- Income	580,537	296,724	(283,813)			195.6%	
Expenditure	74,934	302,310	227,376	5,000	222,376	26.4%	
Net Income over Expenditure	<u>505,603</u>	<u>(5,586)</u>	<u>(511,189)</u>				
plus Transfer from EMR	29,932						
less Transfer to EMR	297,564						
Movement to/(from) Gen Reserve	<u>237,971</u>						

## Appendix 5

	Date	£	Receipt	Description
<b>Money In</b>				
Arnold Clarke Grant	10/12/2021	2500.00		
Transferred into bank (Janine)	08/02/2022	32.84		
RCT grant (Food support fund)	01/08/2022	500.00		
Asda award	01/08/2022	300.00		
Comm lottery grant	21/10/2022	8600.00		
RCT Food Support fund	14/12/2022	1779.00		
Arnold Clarke Grant	15/12/2022	2500.00		
GH Windfarm	06/07/2023	2000.00		
JT Windfarm	06/07/2023	1000.00		
Interlink	17/07/2023	1000.00		
RCT Community Grant	17/08/2023	1000.00		
RCT grant (Food support fund)	31/08/2023	1000.00		
Total cash receipts	Rolling	12536.90		
<b>total in</b>		<b>34748.74</b>		
<b>Money Out</b>				
FareShare Cymru	20/04/2022	195.00		
500 leaflets	01/07/2022	96.56		
FareShare Cymru	01/08/2022	195.00		
Asda online order	05/08/2022	306.00		Janine paid - claimed back
Asda online order	17/08/2022	284.20		LS claim received Ref 4282229000
Amazon order (Noticeboards etc..)	18/08/2022	90.86		
Asda online order	20/08/2022	271.09		LS claim received Ref 7962238000
Fridge freezer	23/08/2022	348.99		Add to asset register
Chest freezer	23/08/2022	278.99		Add to asset register
25th Aug online shop Asda	25/08/2022	98.45		LS claim
30th Aug Aldi shop	30/08/2022	57.74		LS claim
5th Sept online shop Asda	05/09/2022	418.00		LS claim
Cash to Janine for Aldi visit	06/09/2022	160.00		Change and receipt req
Aldi shop	06/09/2022	93.29		Janine used float cash (£160)
Booker shop	09/09/2022	276.32		Combo cash and card
Aldi shop	09/09/2022	49.20		LCC CC
Booker shop	13/09/2022	425.36		LCC CC
Aldi shop	20/09/2022	103.55		Janine - Need receipt Paid to Jani
Aldi shop	23/09/2022	139.06		LS claim
Aldi shop	23/09/2022	18.80		LS claim
Aldi shop	28/09/2022	93.74		
Aldi shop	28/09/2022	188.87	tbc	
Aldi shop	28/09/2022	55.03		
Aldi shop	28/09/2022	41.86		

Booker shop	30/09/2022	225.12		
Aldi shop	04/10/2022	219.41		
The Range	04/10/2022	5.00		Thermometers
Aldi shop	07/10/2022	158.93	tbc	LCC CC
Aldi shop	07/10/2022	157.24	tbc	LCC CC
Asda	12/10/2022	348.41		
Aldi shop	14/10/2022	232.10		Leigh to claim back- paid
Aldi shop	14/10/2022	36.85		Leigh to claim back- paid
Freezer labels	17/10/2022	17.47		
Aldi shop	18/10/2022	717.38		Leigh to claim back- paid
Aldi shop	21/10/2022	446.16		Leigh to claim back- paid
Aldi shop	26/10/2022	312.68		Payment raised to LS
Aldi Shop	28/10/2022	204.33		
FareShare Cymru	01/11/2022	195.00		
Aldi Shop	01/11/2022	248.78		
Aldi Shop	04/11/2022	197.93		
Aldi Shop	04/11/2022	-24.99	tbc	
Aldi Shop	08/11/2022	349.26		
Aldi shop	11/11/2022	242.39		Paid on PB card
Amazon perspex displays	14/11/2022	29.94		
Aldi shop	15/11/2022	314.74		
Aldi shop	18/11/2022	199.42		
Aldi shop	22/11/2022	33.69		
Aldi shop	25/11/2022	228.74		
Aldi shop	29/11/2022	208.38		
Aldi shop	02/12/2022	378.00		
Aldi shop	06/12/2022	232.31		
FareShare Cymru	13/12/2022	195.00		
Aldi shop	13/12/2022	101.34		
Aldi shop	14/12/2022	61.82		
Aldi shop	16/12/2022	87.80		
Aldi shop	16/12/2022	41.04		
Aldi shop	16/12/2022	207.02	MP	
Aldi shop	16/12/2022	192.93	MP	
Aldi shop	19/12/2022	119.58	LS	
Aldi shop	19/12/2022	110.62	LS	
Aldi shop	19/12/2022	103.80	LS	
Aldi shop	20/12/2022	72.89	MP	
Aldi shop	28/12/2022	51.70	PB	
Aldi shop	28/12/2022	113.78	PB	
Aldi shop	28/12/2022	135.53	PB	
Aldi shop	28/12/2022	103.05	PB	03/01?
Aldi shop	06/01/2023	61.11	PB	
Aldi shop	06/01/2023	102.27	PB	
Aldi shop	06/01/2023	113.63	PB	
Aldi shop	10/01/2023	109.65	PB	Paid off £481.79 16.01.23

Aldi shop	10/01/2023	77.86	PB	Paid off £481.79 16.01.23
Aldi shop	12/01/2023	188.46	PB	Paid off £481.79 16.01.23
Aldi shop	12/01/2023	105.82	PB	Paid off £481.79 16.01.23
Aldi shop	17/01/2023	187.59	PB	
Aldi shop	20/01/2023	136.01	PB	Paid off £136.01 30.01.23
Aldi shop	20/01/2023	146.93	PB	Paid off £146.93 30.01.23
Aldi shop	24/01/2023	126.31	PB	Paid off £603.97 02.02.23
Aldi shop	24/01/2023	16.15	PB	Paid off £603.97 02.02.23
Aldi shop	27/01/2023	136.58	PB	Paid off £603.97 02.02.23
Aldi shop	27/01/2023	97.86	PB	Paid off £603.97 02.02.23
Aldi shop	30/01/2023	122.51	PB	Paid off £603.97 02.02.23
Aldi shop	31/01/2023	104.56	PB	Paid off £603.97 02.02.23
Aldi shop	02/02/2023	106.93	PB	Paid off £579.20 07.02.23
Aldi shop	02/02/2023	121.09	PB	Paid off £579.20 07.02.23
Aldi shop	02/02/2023	173.02	PB	Paid off £579.20 07.02.23
Aldi shop	03/02/2023	54.56	PB	
Aldi shop	07/02/2023	138.47	PB	Paid off £579.20 07.02.23
Aldi shop	07/02/2023	39.69	PB	Paid off £579.20 07.02.23
Aldi shop	10/02/2023	128.81	PB	Paid off £616.53 15.02.23
Aldi shop	10/02/2023	105.80	PB	Paid off £616.53 15.02.23
Aldi shop	10/02/2023	12.75	PB	Paid off £616.53 15.02.23
Aldi shop	14/02/2023	128.94	PB	Paid off £616.53 15.02.23
Aldi shop	14/02/2023	86.57	PB	Paid off £616.53 15.02.23
Aldi shop	14/02/2023	153.66	PB	Paid off £616.53 15.02.23
Aldi shop	17/02/2023	118.01	PB	Paid off £349.86 17.2.23
Aldi shop	17/02/2023	165.37	PB	Paid off £349.86 17.2.23
Aldi shop	17/02/2023	43.68	PB	Paid off £349.86 17.2.23
Aldi shop	17/02/2023	22.80	PB	Paid off £349.86 17.2.23
Aldi shop	21/02/2023	94.49	PB	Paid off £603.43 02.03.23
Aldi shop	21/02/2023	168.06	PB	Paid off £603.43 02.03.23
Aldi shop	21/02/2023	21.28	PB	Paid off £603.43 02.03.23
Co-op	22/02/2023	13.30	PS	Hospitality stuff for Sub Pantry Gro
Aldi shop	23/02/2023	138.36	PB	Paid off £603.43 02.03.23
Aldi shop	24/02/2023	119.96	PB	Paid off £603.43 02.03.23
Aldi shop	24/02/2023	61.28	PB	Paid off £603.43 02.03.23
Aldi shop	28/02/2023	138.36	PB	Paid off £542.11 10.03.23
ReallyUseful storage	02/02/2023	131.89		
Aldi shop	03/03/2023	148.21	PB	Paid off £542.11 10.03.23
Aldi shop	07/03/2023	104.37	PB	Paid off £542.11 10.03.23
Aldi shop	07/03/2023	39.27	PB	Paid off £542.11 10.03.23
Aldi shop	07/03/2023	65.40	PB	Paid off £542.11 10.03.23
Aldi shop	07/03/2023	46.50	PB	Paid off £542.11 10.03.23
Aldi shop	10/03/2023	58.83	PB	Paid off £403.80 14.03.23
Aldi shop	10/03/2023	116.58	PB	Paid off £403.80 14.03.23
Aldi shop	10/03/2023	120.64	PB	Paid off £403.80 14.03.23
Aldi shop	10/03/2023	107.75	PB	Paid off £403.80 14.03.23



Aldi shop	14/03/2023	45.81	PB	Paid off £298.69 16.03.23
Aldi shop	14/03/2023	95.05	PB	Paid off £298.69 16.03.23
Aldi shop	14/03/2023	29.29	PB	Paid off £298.69 16.03.23
Aldi shop	14/03/2023	128.54	PB	Paid off £298.69 16.03.23
Aldi shop	17/03/2023	455.37	LS	
Aldi shop	17/03/2023	51.25	PB	
Aldi shop	21/03/2023	144.28	PB	Paid off £439.64 31.03.23
Aldi shop	21/03/2023	47.03	PB	Paid off £439.64 31.03.23
Aldi shop	24/03/2023	310.45	LS	
Aldi shop	28/03/2023	135.14	PB	Paid off £439.64 31.03.23
Aldi shop	28/03/2023	113.19	PB	Paid off £439.64 31.03.23
Aldi shop	31/03/2023	213.90	PB	Paid off £624.15 05.04.23
Aldi shop	31/03/2023	199.30	PB	Paid off £624.15 05.04.23
Aldi shop	04/04/2023	112.29	PB	Paid off £624.15 05.04.23
Aldi shop	04/04/2023	98.66	PB	Paid off £624.15 05.04.23
Aldi shop	05/04/2023	132.01	LS	
Aldi shop	06/04/2023	85.95	PB	Paid off £353 11.04.23
Aldi shop	06/04/2023	110.91	PB	Paid off £353 11.04.23
Aldi shop	06/04/2023	154.87	PB	Paid off £353 11.04.23
Aldi shop	11/04/2023	183.62	PB	Paid off 382.58 17.04.23
Aldi shop	11/04/2023	90.21	PB	Paid off 382.58 17.04.23
Aldi shop	14/04/2023	108.75	PB	Paid off 382.58 17.04.23
Aldi shop	18/04/2023	139.81	PB	Paid off £515 21.04.23
Aldi shop	21/04/2023	366.97	LS	Paid off £515 21.04.23
Aldi shop	24/04/2023	151.29	PB	Paid off 405.01 26.04.23
Aldi shop	24/04/2023	197.13	PB	Paid off 405.01 26.04.23
Aldi shop	24/04/2023	56.59	PB	Paid off 405.01 26.04.23
Aldi shop	28/04/2023	210.00	PB	Paid off 444.35 03.05.23
Fareshare	30/04/2023	65.00		April 23 membership
Aldi shop	02/05/2023	125.30	PB	Paid off 444.35 03.05.23
Aldi shop	02/05/2023	109.05	PB	Paid off 444.35 03.05.23
Aldi shop	05/05/2023	113.49	PB	Paid off £327.03 11.05.23
Aldi shop	05/05/2023	108.02	PB	Paid off £327.03 11.05.23
Aldi shop	09/05/2023	105.52	PB	Paid off £327.03 11.05.23
Aldi shop	12/05/2023	116.69	PB	Paid off £350.95 19.05.23
Aldi shop	12/05/2023	94.25	PB	Paid off £350.95 19.05.23
Aldi shop	16/05/2023	140.01	PB	Paid off £350.95 19.05.23
Aldi Shop	19/05/2023	237.56	PB	Paid off £675.70 24.05.23
Aldi Shop	19/05/2023	227.18	PB	Paid off £675.70 24.05.23
Aldi Shop	23/05/2023	210.96	PB	Paid off £675.70 24.05.23
Aldi Shop	26/05/2023	22.95	PB	Paid off £444.04 02.06.23
Aldi Shop	26/05/2023	130.97	PB	Paid off £444.04 02.06.23
Aldi Shop	30/05/2023	133.35	PB	Paid off £444.04 02.06.23
Aldi Shop	30/05/2023	156.77	PB	Paid off £444.04 02.06.23
Fareshare	31/05/2023	65.00		May 23 membership
Aldi Shop	03/06/2023	121.61	PB	Paid off 373.99 08.06.23 (121.61&

Aldi Shop	03/06/2023	102.38	PB	Paid off 373.99 08.06.23 (121.61&
Aldi Shop	05/06/2023	156.45	PB	Paid off 373.99 08.06.23 (121.61&
Aldi Shop	09/06/2023	187.02	PB	Paid off 690.60 14.06.23
Aldi Shop	09/06/2023	299.26	LS	Paid off 690.60 14.06.23
Aldi Shop	13/06/2023	109.56	PB	Paid off 690.60 14.06.23
Aldi Shop	13/06/2023	94.76	PB	Paid off 690.60 14.06.23
Aldi Shop	16/06/2023	134.01	PB	Paid off 462.82 23.06.23
Aldi Shop	16/06/2023	152.66	PB	Paid off 462.82 23.06.23
Aldi shop	20/06/2023	82.50	PB	Paid off 462.82 23.06.23
Aldi shop	20/06/2023	93.65	PB	Paid off 462.82 23.06.23
Aldi shop	23/06/2023	136.23	PB	
Aldi shop	23/06/2023	181.32	PB	
Fareshare	23/06/2023	65.00		June 23 membership
Aldi shop	27/06/2023	316.84	LS	
Aldi shop	27/06/2023	87.34	PB	Paid off 699.39 29.06.23
Aldi shop	30/06/2023	123.29	PB	Paid off 305.55 03.07.23
Aldi shop	30/06/2023	64.56	PB	Paid off 305.55 03.07.23
Aldi shop	30/06/2023	117.70	PB	Paid off 305.55 03.07.23
Aldi shop	03/07/2023	144.15	PB	
	08/07/2023	0.00		No Pantry
Aldi shop	11/07/2023	37.41	PB	
Aldi shop	11/07/2023	95.29	PB	
Aldi shop	13/07/2023	157.59	PB	
Aldi shop	18/07/2023	71.73	PB	
Aldi shop	21/07/2023	35.61	PB	
Aldi shop	21/07/2023	69.48	PB	
Aldi shop	25/07/2023	60.62	PB	
Fareshare	26/07/2023	65.00		July 23 membership
Aldi Shop	28/07/2023	88.45	PB	
Really Useful Storage	31/07/2023	-116.90	credit	
Aldi shop	01/08/2023	104.13	PB	
Aldi shop	04/08/2023	103.48	PB	
Aldi shop	04/08/2023	58.46	PB	
Aldi shop	08/08/2023	90.07	PB	
	12/08/2023	0.00		No Pantry ( hort show)
Aldi shop	15/08/2023	116.80	PB	
Aldi shop	15/08/2023	50.49	PB	
Aldi shop	17/08/2023	70.07	PB	
Aldi shop	17/08/2023	56.82	PB	
Aldi shop	22/08/2023	181.10	PB	
Aldi shop	25/08/2023	94.64	PB	
Aldi shop	29/08/2023	94.90	PB	
Aldi shop	01/09/2023	76.84	PB	
Fareshare	01/09/2023	65.00		August 23 membership
Aldi	05/09/2023	90.69	PB	
Aldi	08/09/2023	57.65	PB	

Aldi	08/09/2023	40.62	PB	
Aldi	12/09/2023	50.01	PB	
Aldi	12/09/2023	36.20	PB	
Aldi	12/09/2023	62.96	PB	
Aldi	15/09/2023	77.10	PB	
Aldi	15/09/2023	25.53	PB	
Aldi	19/09/2023	41.58	LP	
Aldi	19/09/2023	46.93	CP	
Aldi	22/09/2023	47.36	CP	
Aldi	22/09/2023	84.99	CP	
Aldi	26/09/2023	73.16	PB	
Aldi	29/09/2023	49.14	PB	
Fareshare	01/10/2023	65.00		Sept 23 membership
Aldi	03/10/2023	53.18	PB	
Aldi	03/10/2023	44.20	PB	
Aldi	06/10/2023	48.33	PB	
Aldi	10/10/2023	26.57	PB	
Aldi	13/10/2023	79.12	PB	
Aldi	13/10/2023	33.93	PB	
Aldi	17/10/2023	84.40	PB	
Aldi	17/10/2023	79.34	PB	
Aldi	20/10/2023	66.31	PB	
Aldi	24/10/2023	68.01	PB	
Fareshare	25/10/2023	65.00		Oct 23 membership
Aldi	27/10/2023	170.87	PB	
Aldi	31/10/2023	62.48	PB	
Aldi	03/11/2023	60.23	PB	
Aldi	07/11/2023	69.38	PB	
Aldi	14/11/2023	55.73	PB	
Aldi	17/11/2023	25.07	PB	
Aldi	21/11/2023	56.02	PB	
Fareshare	25/11/2023	65.00		Nov 23 membership
Aldi	28/11/2023	52.10	PB	
Aldi	01/12/2023	77.25	PB	
Aldi	08/12/2023	110.26	PB	
Aldi	15/12/2023	76.87	PB	
Aldi	20/12/2023	86.95	PB	
Aldi	20/12/2023	86.84	PB	
Aldi	29/12/2023	75.56	CP	
Aldi	05/01/2024	51.42	PB	
Aldi	12/01/2024	131.87	PB	
Aldi	19/01/2024	108.28	PB	
Aldi	19/01/2024	88.11	PB	
Aldi	26/01/2024	118.48	PB	
Aldi	26/01/2024	108.67	PB	
Aldi	02/02/2024	99.25	PB	

Aldi	09/02/2024	106.09	PB	
Aldi	16/02/2024	46.70	PB	
Aldi	16/02/2024	78.79	PB	
Fareshare	16/02/2024	65.00		Dec 23 membership
Fareshare	16/02/2024	65.00		Jan 24 membership
Aldi	23/02/2024	75.03	PB	
Aldi	28/02/2024	94.25	PB	
Fareshare	01/03/2024	65.00		Feb 24 membership
Aldi	07/03/2024	247.70		PB
Aldi	15/03/2024	125.55		PB
Aldi	15/03/2024	7.63		PB
Aldi	22/03/2024	247.64		PB
Aldi	28/03/2024	140.62		PB
Fareshare	03/04/2024	65.00	PB	Mar 24 membership
Aldi	05/04/2024	105.73		PB
Aldi	12/04/2024	82.40		PB
Aldi	19/04/2024	114.81		PB
Aldi	19/04/2024	48.89		PB
Fareshare	30/04/2024	65.00		April 24 membership
Aldi	03/05/2024	91.40		PB
Aldi	10/05/2024	110.39		PB
Aldi	17/05/2024	57.00		PB
Aldi	17/05/2024	71.57		PB
Aldi	24/05/2024	61.39		PB
Fareshare	31/05/2024	65.00		May 24 membership
Aldi	31/05/2024	73.23		PB
Aldi	07/06/2024	73.04		PB
Aldi	14/06/2024	123.50		PB
Aldi	21/06/2024	49.92		PB
Aldi	28/06/2024	65.67		PB
Fareshare	30/06/2024	65.00		June 24 membership
Aldi	05/07/2024	136.88		PB

**total out**

**34078.43**

**Balance of Funds**

**670.31**

**Av. Sat footfall from 13.01.24**

**11**

Future funding Approx. wks

13 weeks

## Appendix 8

### Recommendations of Audit Committee held 16<sup>th</sup> July 2024

#### **A2024/050 Bank reconciliations and list of payments for Quarter 1, 2024/25 *RECOMMENDED***

To approve bank reconciliations and list of payments for Quarter 1, 2024/25

#### **A2024/051 Transfers between accounts for Quarter 1, 2024/25 *RECOMMENDED***

To approve transfers between accounts for Quarter 1, 2024/25

#### **A2024/054 Grant applications**

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

To grant Llanharan Horticultural Society £750 to provide a contribution towards prize money for the annual show and to make the councils van available to assist in the setting up of the show.

*Power: LGA 1972 S.137 (Power of last resort).*

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

To grant Brynna Allotment Association £1,946.98 for replacement of the allotment shop roof.

*Power: SHAA 1908 S.26(2) Allotments.*

**c) RECOMMENDED**

To grant the First Llanharan Rainbow Guides £100 to purchase achievement badges and certificates and to purchase plants and bulbs to be placed around the War Memorial and Church hall.

*Power: LGA 1972 S.137 (Power of last resort).*

**a) RECOMMENDED**

To grant the First Llanharan Brownies £500 towards general running costs. Specifically hall rent, achievement badges and materials for crafts etc... and to facilitate a trip.

*Power: LGA 1972 S.137 (Power of last resort).*

**b)**

**i. RECOMMENDED**

To grant Llanharan Recreation Ground Trust £1,000 for a line marking machine

*Power: LG (MP) A 1976. S.19(3) Recreational facilities.*

**ii. RECOMMENDED**

To make a virement of £5,680 from the council's general reserves to the general grant budget and to grant Llanharan Recreational Ground Trust £5,680 for new rugby posts and installation. The justification for exceeding the maximum of £2,000 allowable under the council's grant policy being the urgent requirement to replace the posts which are in an unsafe condition.

*Power: LG (MP) A 1976. S.19(3) Recreational facilities.*

**c) RECOMMENDED**

To grant Bryncae Football Club (Seniors) £499 for general running costs including training equipment, playing kit and first aid kit.

*Power: LGA 1972 S.137 (Power of last resort).*

**d) RECOMMENDED**

To grant the 1<sup>st</sup> Brynna Rainbow Guides - £92 to purchase brightly coloured neckerchiefs to facilitate safety on large trips.

*Power: LGA 1972 S.137 (Power of last resort).*

**e) RECOMMENDED**

To grant the 1st Brynna Brownies - £100 to purchase brightly coloured neckerchiefs to facilitate safety on large trips.

*Power: LGA 1972 S.137 (Power of last resort).*

**A2024/056 Amendment of the conditions under which payment of the grant awarded to Llanharan Football Club in January 2024 can be made.**

**RECOMMENDED**

To change the terms of the grant awarded to (but not paid to) Llanharan Football Club in January 2024 (Minute ref 2024/015) to allow the grant of £495 to be paid without providing the receipt evidencing the spend from the grant awarded the year before.

**A2024/058 LCDP grant application**

**RECOMMENDED**

To grant LCDP £25,000 for the following:

To support the wages of the Community café cook for 30 hours per week and

To fund the free 'Happy Dayz' mental health & wellbeing support group to operate on the terms described in the application. The grant being made on condition that

any advertising or publicity for the Happy Dayz group includes the phrase, "Funded by Llanharan Community Council".

**A2024/059** Councils General Grant policy and revised application form

**a) RECOMMENDED**

To defer consideration of the method of budgeting and administering the grant applications for The Wildlife Trust and LCDP to a future meeting of the Audit Committee.

**b) RECOMMENDED**

To adopt the draft general grants policy presented with the following amendments:

(Clerk's note: Revised document sent to all members for reference).

- a) 2.3 Remove wording in red.
- b) 2.13 Remove the word 'Wages'
- c) 3.6 Delete the first paragraph and adopt the text in the second paragraph.
- d) 4.4 change the wording to allow drawdown of funds within 12 months of award and 12 months to comply with any conditions.
- e) 4.8 Delete the first paragraph and adopt the text in the second paragraph allowing retrospective applications.
- f) 4.11 Reword to explicitly allude to clauses 4.4 and 4.7
- g) 5.1.1.3 Change to 5 years.



## **Appendix 9**

### **Solicitor to consider the lease of Bryncae Community Centre, to register the lease with Land Registry and other associated matters regarding the CAT**

The Bryncae Community Centre Working Group has been liaising with RCTCBC Corporate estates and legal departments regarding the final lease for the CAT of the community centre.

A version of the lease that the working group feels is appropriate should be ready by the end of July 2024.

Before the lease can be presented to the Council (along with the recommendations of the Bryncae CAT Working Group) it should be checked by our solicitor.

The Clerk seeks authorisation to spend up to £1,845 with an appropriate solicitor for the following activities:

- Advising on the lease which is proceeding by way of Community Asset Transfer
- Full review of owner's title,
- Commissioning and reviewing searches, if required
- Reporting on the draft lease and negotiating any amendments required
- Completing the lease and dealing with the LTT return and registration matters at the Land Registry

This information having been obtained from an estimate of costs from one solicitor. The Clerk will also obtain estimates prices from 2 other reputable local solicitors and choose the cheapest available estimate in order to obtain best value in compliance with financial regulations.

**From:** [Hanney, Debra](#)  
**To:** [The Clerk / Project Officer; Chris](#)  
**Cc:** [Cude, Michael](#); [Ruddock, Clair](#); [Harrison, Allison](#); [Daniel, Kelly \(Corporate Estates\)](#); [Dennis, Syd](#); [Emson, Dean](#)  
**Subject:** RE: Bryncae Community Centre - Draft Lease. Llanharan Community Council  
**Date:** 15 July 2024 11:25:24  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image010.png](#)  
[image013.png](#)  
[image014.png](#)  
[image015.png](#)  
[image016.png](#)

---

Good Morning Leigh/Chris

Yes the Community Council as the proposed tenant can apply to the UKG SPF RCT Community Asset Transfer Fund.

You can apply for up to £14,999 for revenue or capital costs associated with the lease arrangements eg legal fees and making sure the building is statutory compliant.

Match is not essential but if you have your own reserves or are applying to other sources, please include details within the application form as this can strengthen your application.

As per the guidance sheet...

- Single revenue items to a value in excess of £2,499 can be considered. Where such items are included **3 comparable quotes** must be submitted at the time of application. (Value between £2500 - £14,999)
- Capital expenditure relates to expenditure of a long-term nature, (the expenditure has value over a number of years), where assets are purchased, constructed or enhanced upon'
- Put the total amount of the cost in each line and add the totals.
- The total cost may be greater than the total grant that you are applying for. If that is the case, you will need to say where the additional funding is coming from on the second financial table. You do not need to mention *in-kind* contributions.
- If your organisation is VAT registered, you will not be able to claim VAT.
- If your organisation is not VAT registered, then VAT is an eligible project cost.
- You must also provide details of any financial match funding you have applied for, in relation to this project/activity.

As we are already in Quarter 2 and the Fund Manager needs to be clear on anticipated spend,

we are asking for your application to be submitted by 31<sup>st</sup> July along with any supporting information (eg comparable quotes if needed ie any single items over £2,499) Please liaise with Mike to ensure the Community Council is able to submit necessary quotes depending on costs.

If you need Clair or myself to review your application before its submitted, please let us know.

Kind Regards

Debra

## Debra Hanney

Uwch Swyddog Datblygu'r Gymuned | Senior Community Development Officer  
RhCT Gyda'n Gilydd | RCT Together



Gweithio o Gartref | Working from Home  
01443 425637 | 07880 044520  
e-bost - e-mail [Debra.Hanney@rctcbc.gov.uk](mailto:Debra.Hanney@rctcbc.gov.uk)

Cymraeg

<https://www.rctcbc.gov.uk/CY/GetInvolved/RCTTogetherSupportingCommunitiesandResidentsToThrive/RCTTogether.aspx>

English

<https://www.rctcbc.gov.uk/EN/GetInvolved/RCTTogetherSupportingCommunitiesandResidentsToThrive/RCTTogetherSupportingCommunitiesandResidentsToThrive.aspx>

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. We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.

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**Byddwch yn wyrdd eich byd drwy ddarllen oddi ar sgrîn - Be Green - Keep it on the screen.**





Funded by  
UK Government



Wedi ei ariannu gan  
Llywodraeth y DU

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

**Sent:** Friday, July 12, 2024 1:08 PM

**To:** Hanney, Debra <Debra.Hanney@rctcbc.gov.uk>; Chris <chris.parker@llanharan-cc.gov.wales>

**Cc:** Cude, Michael <Michael.Cude@rctcbc.gov.uk>; Ruddock, Clair <Clair.Ruddock@rctcbc.gov.uk>; Harrison, Allison <Allison.Harrison@rctcbc.gov.uk>; Daniel, Kelly (Corporate Estates) <Kelly.J.Daniel@rctcbc.gov.uk>; Dennis, Syd <Syd.B.Dennis@rctcbc.gov.uk>; Emson, Dean <Dean.Emson@rctcbc.gov.uk>

**Subject:** RE: Bryncae Community Centre - Draft Lease. Llanharan Community Council

**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 Debra,

Would we apply to the fund as the Community Council?

And would we have to provide match funding?

And just to note it is not just the fire doors but also the high priority work required as identified in the legionella risk assessment.

regards

**Leigh Smith**

**Clerk to the Council.**

**Llanharan Community Council**

[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

[www.llanharan-cc.gov.wales](http://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, rhwch 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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llanharan-cc.gov.uk

---

**From:** Hanney, Debra <[Debra.Hanney@rctcbc.gov.uk](mailto:Debra.Hanney@rctcbc.gov.uk)>

**Sent:** Thursday, July 11, 2024 10:51 PM

**To:** Chris <[chris.parker@llanharan-cc.gov.wales](mailto:chris.parker@llanharan-cc.gov.wales)>; The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>

**Cc:** Cude, Michael <[Michael.Cude@rctcbc.gov.uk](mailto:Michael.Cude@rctcbc.gov.uk)>; Ruddock, Clair <[Clair.Ruddock@rctcbc.gov.uk](mailto:Clair.Ruddock@rctcbc.gov.uk)>; Harrison, Allison <[Allison.Harrison@rctcbc.gov.uk](mailto:Allison.Harrison@rctcbc.gov.uk)>; Daniel, Kelly (Corporate Estates) <[Kelly.J.Daniel@rctcbc.gov.uk](mailto:Kelly.J.Daniel@rctcbc.gov.uk)>; Dennis, Syd <[Syd.B.Dennis@rctcbc.gov.uk](mailto:Syd.B.Dennis@rctcbc.gov.uk)>; Emson, Dean <[Dean.Emson@rctcbc.gov.uk](mailto:Dean.Emson@rctcbc.gov.uk)>

**Subject:** FW: Bryncae Community Centre - Draft Lease. Llanharan Community Council

Good Afternoon Chris/Leigh

Hope you are both well

Following on from the response by our Corporate Estates colleagues yesterday, I also wanted to offer a potential solution to addressing the fire door needs you have raised which (subject to costings being obtained by Mike Cude) you could;

- Utilise some of the existing Voluntary Management Committee's financial reserves to act as match and also apply to the **UKG SPF RCT Community Asset Transfer Fund** for up to **£14,999**. This fund is for groups going through the Community Asset Transfer process (lease) and is to support with costs associated with the lease transfer eg legal fees, repairs, equipment etc (if needed). Please see link to online application form (as previously shared) [Apply for a Shared Prosperity Fund Community Grant \(rctcbc.gov.uk\)](https://www.rctcbc.gov.uk). NB You will need a minimum of 2 quotes for any items over £2,499. Guidance can be found attached along with a word based application form to use as a draft (if you wish us to review it before submitting via the online application form).

As this is the last year of this particular round of funding, as per previous emails and conversations, we are urgently requiring a steer from the Community Council on whether you seek to apply to this fund for costs such as legal fees, repairs etc. In line with our Corporate Estates colleagues we will need your steer on this by 31<sup>st</sup> July at the very latest.

I have also provided details of capital funding streams where Town and Community Councils can apply (see attached) mainly National Lottery funding sources.

Dean, Clair or myself happy to have a conversation about your plans if you wish to apply.

Kind Regards

Debra

**Beth yw'ch barn ar y gwasanaeth a gawsoch? / Please rate your experience of the service you had**



**Debra Hanney**

Uwch Swyddog Datblygu'r Gymuned | Senior Community Development Officer  
RhCT Gyda'n Gilydd | RCT Together



Gweithio o Gartref | Working from Home  
01443 425637 | 07880 044520  
e-bost - e-mail [Debra.Hanney@rctcbc.gov.uk](mailto:Debra.Hanney@rctcbc.gov.uk)

Cymraeg

<https://www.rctcbc.gov.uk/CY/GetInvolved/RCTTogetherSupportingCommunitiesandResidentsToThrive/RCTTogether.aspx>

English

[https://www.rctcbc.gov.uk/EN/GetInvolved/RCTTogetherSupportingCommunitiesandResidentsToThrive.aspx](https://www.rctcbc.gov.uk/EN/GetInvolved/RCTTogetherSupportingCommunitiesandResidentsToThrive/RCTTogetherSupportingCommunitiesandResidentsToThrive.aspx)

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. We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.

**Oes WIR angen argraffu'r e-bost hwn? Do you really need to print this e-mail?**

**Byddwch yn wyrdd eich byd drwy ddarllen oddi ar sgrîn - Be Green - Keep it on the screen.**



## Appendix 10

### **To consider changing the name and the terms of reference of the Bryncae Community Centre CAT Working Group.**

Proposed by Cllr Chris Parker

#### Current terms of reference

Reporting to full council. To examine and negotiate terms of business in relation to the CAT of Bryncae Community Centre.

#### Proposed new terms of reference

Reporting to full council. To examine and make recommendations to council regarding options for the governance of the community centre following the signing of the lease, taking into account the practical aspects of the safe and effective running of the centre, decision making mechanisms and extent and limits of any delegated authority.

To change the name to the Bryncae Community Centre Working Group

## Appendix 11

### **To consider approving spend to allow the drawing up of visual materials (drawings/plans etc..) for the public consultation regarding the Ewenny Bridge project**

Council has resolved to engage in a public consultation regarding the Ewenny Bridge project.

(See minute 2024/137).

In particular:

#### ***ii. RESOLVED***

*The Trenos Crossing and Ewenny Bridge Working Group to be delegated the following functions and to report back to the CEC with recommendations: 17. The production of draft documents to be used for the consultation.*

The working group intends to produce a leaflet and other materials including a visual representation of a bridge and a potential path route overlaid onto an appropriate plan.

In order to facilitate this the officers seek approval to spend up to £850 for the production of such materials and associated work to inform the consultation. The officers to place orders for the materials and associated work as subsequently directed by the working group.

The officer's to ensure quotations are provided and best value is obtained where appropriate and that any orders made comply with the Council's financial regulations. Decisions regarding compliance with financial regulations to be delegated to the Clerk in consultation with the Chair of the Council.



## **Appendix 13**

### **To note the upcoming election for the Brynna Ward and the vacancy for co-option for the Llanilid Ward and to note the proposed order of events**

*Note: Subsequent to the writing of this paper. RCTCBC have advised that no candidates were nominated for the Brynna election and a fresh process will now commence to invite nominations.*

*The Clerk proposes to commence the co-option for the Llanilid ward immediately with Council to consider candidates in the September meeting.*

*The Election for the Brynna ward to run concurrently.*

See notice of election (below). The process will be managed by RCTCBC democratic services, and the Council will be recharged costs.

It is proposed that the co-option for the vacant Llanilid seat takes place following conclusion of the election on 8<sup>th</sup> August 2024.

The Clerk to advertise on council notice boards, the council's website and social media and to invite applications from members of the public with a deadline of 12<sup>th</sup> September 2024.

Consideration of applicants to take place during the council meeting to be held on 19<sup>th</sup> September 2024.

The Co-option process to be as follows (Note: This process is also enshrined in the Draft standing orders to be considered under agenda item 18 of this meeting).

33.2.1 - The Proper Officer shall issue a notice of co-option to the public to be posted on notice boards, the council's website and social media. The notice shall provide details of how to obtain an application form, the deadline for applications and the date of the meeting where the matter is to be considered.

33.2.2 - Interested parties will be provided with an application form comprising the statutory qualification element and a discretionary question element. Candidates will be informed that if they wish to give a personal statement to the meeting they may, and will be informed that it is expected that they will attend this meeting and they will be expected to answer any questions regarding their application during the meeting.

33.2.3 - No applications received following the published deadline will be accepted.

33.2.4 - Following the deadline all applications will be forwarded to members in good time prior to the meeting.

33.2.5 - Councillors may submit questions in writing to the Clerk only to seek clarification on answers given in an applicant's application form. Any questions submitted and found to be in order by the Clerk are to be asked by the Chair of the Council (or the chair of the meeting should they be absent). All questions to be submitted in writing to the Clerk at least 24 hours prior to the start of the meeting.

33.2.6 - During the meeting to consider the matter:

33.2.6.i - Candidates will be invited to give a brief personal statement if they have elected to do so (2 minutes max).

33.2.6.ii - The Chair will ask any questions in line with 33.2.5

33.2.6.iii - A vote will take place to determine which candidate will be co-opted to fill the vacant seat.

33.2.6.iv - The vote will comprise a show of hands with the name of the person with the least number of votes being removed from the list and a new vote taken. The process will continue until there are 2 persons remaining. Any tie shall be settled by the Chair's casting vote.

33.2.6.v - The declaration of office to be signed in the presence of the Clerk,

which may be at a later date but before the next meeting of the Council.

33.2.6.vi - Following the vote, the Clerk will arrange with the successful candidate to complete the declaration of acceptance of office form, personal information sheet, register of interests form and any other relevant paperwork

33.2.6.vii - Should the candidate fail to sign their declaration of acceptance of office form by the time of the next meeting of Council (unless resolved otherwise) or by any other statutory date then the process will be repeated, excluding that candidate.- The successful candidate will be provided with the Council induction pack which comprises the following:

33.2.6.viii - The Good Councillors guide.

33.2.6.ix - The Schedule of the code of Conduct.

33.2.6.x - The Ombudsman's guide to the code of conduct.

33.2.6.xi - Code of Conduct online training slides.

33.2.6.xiii - A list of available training courses.

33.2.6.xiv - The Council's standing orders.

33.2.6.xv - The Council's financial regulations.

33.2.6.xvi - Relevant policies of Council.

33.2.6.i - Ongoing advice and training will be provided by the Officers of the Council.

# NOTICE OF ELECTION

---

1. An election is to be held of the number of Community Councillors specified in each case below for the said Ward respectively:

WARD	NUMBER OF COUNCILLORS
Brynna	1

2. Nomination papers must be delivered to the Returning Officer no later than **4pm on Friday 12 July 2024**.
3. Nomination papers may be delivered to the Returning Officer at 10-12 Gelliwastad Road, Pontypridd, CF37 2BW between 9am and 4pm from Monday 8 July or electronically as per the arrangements set out in the electronic delivery statement below.
4. Nomination papers may be obtained from the Returning Officer either at the Electoral Services offices of Rhondda Cynon Taf Council, 10-12 Gelliwastad Road, Pontypridd, CF37 2BW or electronically via [electoralservices@rctcbc.gov.uk](mailto:electoralservices@rctcbc.gov.uk) from Monday 8 July until Friday 12 July 2024.
5. If the election is contested, the poll will take place on: **Thursday 8 August 2024**.
6. Applications to be added to the register of electors in order to vote at this election must reach the Electoral Registration Officer at the address below by **midnight on Tuesday 23 July 2024**. Applications can be made online at [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote).
7. Applications, amendments or cancellations of postal votes must reach the Electoral Registration Officer below by **5pm on Wednesday 24 July 2024**.
8. Applications to vote by proxy at this election must reach the Electoral Registration Officer below by **5pm on Wednesday 31 July 2024**.
9. Applications to vote by emergency proxy at this election on the grounds of a medical emergency or for work/service reasons must reach the Electoral Registration Officer below by **5pm on Thursday 8 August 2024**. The medical emergency must have occurred after **5pm on Wednesday 31 July 2024**. To apply on the grounds of work/service the person must have become aware that they cannot go to the polling station in person after **5pm on Wednesday 31 July 2024**.

## **Electoral Registration Officer Contact Details**

Rhondda Cynon Taf County Borough Council  
10-12 Gelliwastad Road  
Pontypridd  
CF37 2BW  
Telephone Number 01443 490100

Dated: Thursday 4 July 2024

**Andrew S Wilkins**  
**Returning Officer**

## Electronic delivery statement

Nomination papers submitted electronically must be delivered in accordance with arrangements set out in this statement.

- Nomination papers submitted electronically by email **MUST** be delivered to [Nominations@rctcbc.gov.uk](mailto:Nominations@rctcbc.gov.uk). If nomination papers are sent to any other email address they will not be deemed as being delivered to the Returning Officer and therefore, will not be accepted.
- Informal checks are encouraged before the formal delivery of nomination papers. Informal checks must be sent to [Nominations@rctcbc.gov.uk](mailto:Nominations@rctcbc.gov.uk) with the subject heading 'INFORMAL CHECK'.
- It is encouraged that you include additional contact details in the body of your email so that the Returning Officer/Electoral Services staff can contact you regarding any queries.
- To ensure a clear audit trail of submitted nomination papers, only one set of completed nomination papers per email will be accepted.
- Completed nomination papers can be attached to an email in a word document or as a .pdf attachment only.
- Nomination papers may be signed electronically – this could take the form of a typed signature for example.
- Formal delivery of nomination papers via email must be sent to [Nominations@rctcbc.gov.uk](mailto:Nominations@rctcbc.gov.uk) with the subject header 'FORMAL DELIVERY'.
- Once nomination papers have been submitted to [Nominations@rctcbc.gov.uk](mailto:Nominations@rctcbc.gov.uk) for formal delivery, no changes can be subsequently made to them and they are unable to be returned.
- Notices of withdrawal can also be sent to [Nominations@rctcbc.gov.uk](mailto:Nominations@rctcbc.gov.uk).
- The maximum email size limit for submitting nominations is 30MB. Any files sent that exceeds this will not be received by the Returning Officer.
- An automated email reply from the Returning Officer will be sent upon receipt of the email. **This is not confirmation that the nomination is valid.** The Returning Officer will send a notice to inform candidates of their decision as to whether or not their nomination is valid.
- Nomination papers and notices of withdrawal are treated as having been delivered at the time when its delivery is recorded on the computer system in use by the Returning Officer.
- It is the responsibility of candidates to ensure that the Returning Officer receives nomination forms and requests as to withdrawal in accordance with the requirements of this electronic delivery statement and by the deadline for the receipt of nomination.

Should you require any assistance with the electronic delivery of nominations please contact the Returning Officer on:

Tel: 01443 490100

Email: [electoralservices@rctcbc.gov.uk](mailto:electoralservices@rctcbc.gov.uk)

Dated: Thursday 4 July 2024

**Andrew S Wilkins**  
**Returning Officer**

## **Appendix 14**

### **Purchase of 13<sup>th</sup> edition of the Arnold-Baker book on Local Council Administration**

The Council currently owns edition 12.

Arnold-Baker on Local Council Administration has long been established as the guide to this specialist field of local government law. Among local councillors it is often referred to as 'the bible'. It is a complete statement of the law relating to parish and community councils through an extensive, though succinct, narrative accompanied by relevant statutory materials.

It covers everything from parish and manorial history to the laws, both old and new, now governing local councils. All aspects are explored in a user-friendly style. It also includes appendices of relevant statutes and statutory instruments.

The 13th edition of this popular book has been comprehensively updated to cover the many changes to law and practice with direct application to local councils since the previous edition in 2020 including content on VAT and Wales.

This is a key text for parish and community councils, local authorities and solicitors practising in local government and public/administrative law.

The author, Roger Taylor, is a leading authority in this complex area of law, with over 40 years' experience. He currently heads the Town, Parish and Community Council team at Wellers Hedleys Solicitors.

#### **What's New**

- Fully updated to include the most recent and up-to-date information regarding legislative and government departments
- New chapters on both Finance and Audit
- Extensive updating of the sections relating to Welsh Information

Purchase price (with Clerk's SLCC discount applied - £137)

## Appendix 15

### Supporting guardianships of Community defibrillators

The Council currently owns, maintains and monitors 19 defibrillators located throughout the community. (Including the new Trenos Gardens defib to be fitted shortly).

The defibrillators are currently inspected quarterly for general condition and readiness for use, battery status and pad status.

Recently a local resident contacted the Clerk to ask if they could help maintain and check the defibrillator situated outside their property. 'The Circuit', the website upon which all defibs are registered and where checks are logged (Operated by the British Heart Foundation and supported by a number of national organisations) allows for a supporting guardian to be named for each defibrillator.

The benefits of taking on a supporting guardian for a defibrillator include more frequent checks, earlier notification of use, vandalism or theft and increased sense of community ownership.

The following are proposed for consideration:

1. That interested members of the public be named as supporting guardians to carry out monthly checks.
2. The Clerk to contact interested parties and advertise to seek responsible supporting guardians for defibrillators.

The Clerk to keep appropriate records and liaise with supporting guardians.

The Clerk to add, remove or manage supporting guardians as they see fit.

## Appendix 16

### **Proposed letter to RCTCBC Regarding recent Dragon Studio's retrospective planning applications.**

Dear Sir,

Llanharan Community Council would like to express its views on the recent planning applications from Dragon International Studio's (References 24/0511/10, 24/0513/10, 24/0524/10, 24/0525/10, 24/0526/10 and 24/0527/10).

Whilst the Council has no material objections to any of the applications, it wishes to express its concern that applications for a number of large and significant developments have been made retrospectively.

The Community Council welcomes the investment made in the studios and the accompanying benefits to the local and national economy and wishes the studios every success. However, the process of applying for planning permission retrospectively removes the opportunity for local people to raise any valid objections they might have, to utilise local knowledge and even to suggest improvements that might be helpful. It also sends a message that engagement with the local community is not something that is desirable

Llanharan Community Council requests that in future the Studios apply for the relevant permissions prior to any future development to allow this important engagement to take place.

The Council would also welcome the opportunity to liaise with the local management of the studios on a more general basis and would welcome contact.

I would be grateful if you could pass on this correspondence to the applicant.

Regards etc.....



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

Fy Nghyf/My Ref:  
**24/0630/10**

EichCyf/Your Ref:

Dyddiad/Date: 12/07/2024

Gofynnwch am/Please ask for: Giles Howard  
01443 281130

**DATBLYGIAD** Ground mounted solar PV array with a generating  
**ARFAETHEDIG/PROPOSAL:** capacity of up to 1.3MW, including development of  
ancillary structures, landscaping and ancillary works.  
**LLEOLIAD/LOCATION :** WHITE HALL FARM, LLANHARRY ROAD,  
LLANHARAN, PONTYCLUN, CF72 9RN  
**CYF GRID/GRID REF:** 300844, 182338

**DEDDF CYNLLUNIO GWLAD A THREF**  
**1990 / GORCHYMYN CYNLLUNIO GWLAD**  
**A THREF (GWEITHDREFN RHEOLI**  
**DATBLYGU) (CYMRU) 2012**

**TOWN AND COUNTRY PLANNING ACT**  
**1990 / TOWN AND COUNTRY PLANNING**  
**(DEVELOPMENT MANAGEMENT**  
**PROCEDURE) (WALES) ORDER 2012**

**Annwyl Sir/Madam**

**Dear Sir/Madam**

Mae manylion cais cynllunio a ddaeth i law  
Cyngor Bwrdeistref Sirol Rhondda Cynon  
Taf, mewn perthynas â'r cais uchod, wedi'u  
hamgáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application  
received by Rhondda Cynon Taf County  
Borough Council, in respect of the above  
proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod  
ar-lein, ewch i [www.rctcbc.gov.uk/planning](http://www.rctcbc.gov.uk/planning) a  
chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above  
application online at  
[www.rctcbc.gov.uk/planning](http://www.rctcbc.gov.uk/planning)

Os nad ydw i'n clywed gennych chi o fewn 21  
diwrnod o ddyddiad y llythyr hwn, byddaf yn  
tybio nad ydych am gyflwyno sylwadau.

I will assume you have no comments to make  
if I do not hear from you within 21 days of the  
date of this letter.

Yr eiddoch yn gywir / Yours faithfully,



**Jim Bailey**  
**Pennaeth Cynllunio / Head of Planning**



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

Fy Nghyf/My Ref:  
**23/0666/10**

EichCyf/Your Ref:

Dyddiad/Date: 05/07/2024

Gofynnwch am/Please ask for: Amy Marshall  
01443 281130

**DATBLYGIAD** Two storey side extension and demolish of existing  
**ARFAETHEDIG/PROPOSAL:** garage.  
**LLEOLIAD/LOCATION :** 56 HEOL DEWI, BRYNNA, PONTYCLUN, CF72  
9SQ  
**CYF GRID/GRID REF:** 298298, 183077

**DEDDF CYNLLUNIO GWLAD A THREF  
1990 / GORCHYMYN CYNLLUNIO GWLAD  
A THREF (GWEITHDREFN RHEOLI  
DATBLYGU) (CYMRU) 2012**

**TOWN AND COUNTRY PLANNING ACT  
1990 / TOWN AND COUNTRY PLANNING  
(DEVELOPMENT MANAGEMENT  
PROCEDURE) (WALES) ORDER 2012**

**Annwyl Sir/Madam**

**Dear Sir/Madam**

Mae manylion cais cynllunio a ddaeth i law  
Cyngor Bwrdeistref Sirol Rhondda Cynon  
Taf, mewn perthynas â'r cais uchod, wedi'u  
hamgáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application  
received by Rhondda Cynon Taf County  
Borough Council, in respect of the above  
proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod  
ar-lein, ewch i [www.rctcbc.gov.uk/planning](http://www.rctcbc.gov.uk/planning) a  
chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above  
application online at  
[www.rctcbc.gov.uk/planning](http://www.rctcbc.gov.uk/planning)

Os nad ydw i'n clywed gennych chi o fewn 21  
diwrnod o ddyddiad y llythyr hwn, byddaf yn  
tybio nad ydych am gyflwyno sylwadau.

I will assume you have no comments to make  
if I do not hear from you within 21 days of the  
date of this letter.

Yr eiddoch yn gywir / Yours faithfully,



**Jim Bailey**  
**Pennaeth Cynllunio / Head of Planning**



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

Fy Nghyf/My Ref:  
**24/0473/10**

EichCyf/Your Ref:

Dyddiad/Date: 11/07/2024

Gofynnwch am/Please ask for: Huw Boaler  
01443 281130

**DATBLYGIAD** Detached garage/workshop to rear, turning area, 2  
**ARFAETHEDIG/PROPOSAL:** off street parking areas  
**LLEOLIAD/LOCATION :** CORWG HOUSE, BRYNNA ROAD, BRYNNA,  
PONTYCLUN, CF72 9QE  
**CYF GRID/GRID REF:** 299506, 183380

**DEDDF CYNLLUNIO GWLAD A THREF  
1990 / GORCHYMYN CYNLLUNIO GWLAD  
A THREF (GWEITHDREFN RHEOLI  
DATBLYGU) (CYMRU) 2012**

**TOWN AND COUNTRY PLANNING ACT  
1990 / TOWN AND COUNTRY PLANNING  
(DEVELOPMENT MANAGEMENT  
PROCEDURE) (WALES) ORDER 2012**

**Annwyl Sir/Madam**

**Dear Sir/Madam**

Mae manylion cais cynllunio a ddaeth i law  
Cyngor Bwrdeistref Sirol Rhondda Cynon  
Taf, mewn perthynas â'r cais uchod, wedi'u  
hamgáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application  
received by Rhondda Cynon Taf County  
Borough Council, in respect of the above  
proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod  
ar-lein, ewch i [www.rctcbc.gov.uk/planning](http://www.rctcbc.gov.uk/planning) a  
chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above  
application online at  
[www.rctcbc.gov.uk/planning](http://www.rctcbc.gov.uk/planning)

Os nad ydw i'n clywed gennych chi o fewn 21  
diwrnod o ddyddiad y llythyr hwn, byddaf yn  
tybio nad ydych am gyflwyno sylwadau.

I will assume you have no comments to make  
if I do not hear from you within 21 days of the  
date of this letter.

Yr eiddoch yn gywir / Yours faithfully,



**Jim Bailey**  
**Pennaeth Cynllunio / Head of Planning**



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

Fy Nghyf/My Ref:  
**24/0651/10**

EichCyf/Your Ref:

Dyddiad/Date: 27/06/2024

Gofynnwch am/Please ask for: Huw Boaler  
01443 281130

**DATBLYGIAD** 1.8m high timber boundary fence.  
**ARFAETHEDIG/PROPOSAL:**  
**LLEOLIAD/LOCATION :** 7 BRYN HENLLAN, BRYNNA, PONTYCLUN, CF72  
9SG  
**CYF GRID/GRID REF:** 298443, 183088

**DEDDF CYNLLUNIO GWLAD A THREF  
1990 / GORCHYMYN CYNLLUNIO GWLAD  
A THREF (GWEITHDREFN RHEOLI  
DATBLYGU) (CYMRU) 2012**

**TOWN AND COUNTRY PLANNING ACT  
1990 / TOWN AND COUNTRY PLANNING  
(DEVELOPMENT MANAGEMENT  
PROCEDURE) (WALES) ORDER 2012**

**Annwyl Sir/Madam**

**Dear Sir/Madam**

Mae manylion cais cynllunio a ddaeth i law  
Cyngor Bwrdeistref Sirol Rhondda Cynon  
Taf, mewn perthynas â'r cais uchod, wedi'u  
hamgáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application  
received by Rhondda Cynon Taf County  
Borough Council, in respect of the above  
proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod  
ar-lein, ewch i [www.rctcbc.gov.uk/planning](http://www.rctcbc.gov.uk/planning) a  
chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above  
application online at  
[www.rctcbc.gov.uk/planning](http://www.rctcbc.gov.uk/planning)

Os nad ydw i'n clywed gennych chi o fewn 21  
diwrnod o ddyddiad y llythyr hwn, byddaf yn  
tybio nad ydych am gyflwyno sylwadau.

I will assume you have no comments to make  
if I do not hear from you within 21 days of the  
date of this letter.

Yr eiddoch yn gywir / Yours faithfully,



**Jim Bailey**  
**Pennaeth Cynllunio / Head of Planning**





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

Fy Nghyf/My Ref:  
**24/0583/10**

EichCyf/Your Ref:

Dyddiad/Date: 25/06/2024

Gofynnwch am/Please ask for: Huw Boaler  
01443 281130

**DATBLYGIAD** Conservatory to front elevation  
**ARFAETHEDIG/PROPOSAL:**  
**LLEOLIAD/LOCATION :** 14 TRENOS PLACE, LLANHARAN, PONTYCLUN,  
CF72 9RX  
**CYF GRID/GRID REF:** 299012, 182707

**DEDDF CYNLLUNIO GWLAD A THREF 1990 / GORCHYMYN CYNLLUNIO GWLAD A THREF (GWEITHDREFN RHEOLI DATBLYGU) (CYMRU) 2012** **TOWN AND COUNTRY PLANNING ACT 1990 / TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE) (WALES) ORDER 2012**

**Annwyl Sir/Madam**

**Dear Sir/Madam**

Mae manylion cais cynllunio a ddaeth i law Cyngor Bwrdeistref Sirol Rhondda Cynon Taf, mewn perthynas â'r cais uchod, wedi'u hamgáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application received by Rhondda Cynon Taf County Borough Council, in respect of the above proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod ar-lein, ewch i [www.rctcbc.gov.uk/planning](http://www.rctcbc.gov.uk/planning) a chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above application online at [www.rctcbc.gov.uk/planning](http://www.rctcbc.gov.uk/planning)

Os nad ydw i'n clywed gennych chi o fewn 21 diwrnod o ddyddiad y llythyr hwn, byddaf yn tybio nad ydych am gyflwyno sylwadau.

I will assume you have no comments to make if I do not hear from you within 21 days of the date of this letter.

Yr eiddoch yn gywir / Yours faithfully,



**Jim Bailey**  
**Pennaeth Cynllunio / Head of Planning**



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

Fy Nghyf/My Ref:  
**24/0587/10**

EichCyf/Your Ref:

Dyddiad/Date: 25/06/2024

Gofynnwch am/Please ask for: Laura Heron  
01443 281130

**DATBLYGIAD** New roof (partially to replace existing) over outdoor  
**ARFAETHEDIG/PROPOSAL:** courtyard drinking area to provide additional  
restaurant area.  
**LLEOLIAD/LOCATION :** BRYNCAE ARMS, BRIDGEND ROAD,  
LLANHARAN, PONTYCLUN, CF72 9RP  
**CYF GRID/GRID REF:** 299443, 182558

**DEDDF CYNLLUNIO GWLAD A THREF**  
**1990 / GORCHYMYN CYNLLUNIO GWLAD**  
**A THREF (GWEITHDREFN RHEOLI**  
**DATBLYGU) (CYMRU) 2012**

**TOWN AND COUNTRY PLANNING ACT**  
**1990 / TOWN AND COUNTRY PLANNING**  
**(DEVELOPMENT MANAGEMENT**  
**PROCEDURE) (WALES) ORDER 2012**

**Annwyl Sir/Madam**

**Dear Sir/Madam**

Mae manylion cais cynllunio a ddaeth i law  
Cyngor Bwrdeistref Sirol Rhondda Cynon  
Taf, mewn perthynas â'r cais uchod, wedi'u  
hamgáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application  
received by Rhondda Cynon Taf County  
Borough Council, in respect of the above  
proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod  
ar-lein, ewch i [www.rctcbc.gov.uk/planning](http://www.rctcbc.gov.uk/planning) a  
chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above  
application online at  
[www.rctcbc.gov.uk/planning](http://www.rctcbc.gov.uk/planning)

Os nad ydw i'n clywed gennych chi o fewn 21  
diwrnod o ddyddiad y llythyr hwn, byddaf yn  
tybio nad ydych am gyflwyno sylwadau.

I will assume you have no comments to make  
if I do not hear from you within 21 days of the  
date of this letter.

Yr eiddoch yn gywir / Yours faithfully,



**Jim Bailey**  
**Pennaeth Cynllunio / Head of Planning**



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

Fy Nghyf/My Ref:  
**24/0718/10**

EichCyf/Your Ref:

Dyddiad/Date: 18/07/2024

Gofynnwch am/Please ask for: Huw Boaler  
01443 281130

**DATBLYGIAD** Garden Outbuilding  
**ARFAETHEDIG/PROPOSAL:**  
**LLEOLIAD/LOCATION :** 72 FFORDD DOL Y COED, LLANHARAN,  
PONTYCLUN, CF72 9ZF  
**CYF GRID/GRID REF:** 299286, 182406

**DEDDF CYNLLUNIO GWLAD A THREF  
1990 / GORCHYMYN CYNLLUNIO GWLAD  
A THREF (GWEITHDREFN RHEOLI  
DATBLYGU) (CYMRU) 2012**

**TOWN AND COUNTRY PLANNING ACT  
1990 / TOWN AND COUNTRY PLANNING  
(DEVELOPMENT MANAGEMENT  
PROCEDURE) (WALES) ORDER 2012**

**Annwyl Sir/Madam**

**Dear Sir/Madam**

Mae manylion cais cynllunio a ddaeth i law  
Cyngor Bwrdeistref Sirol Rhondda Cynon  
Taf, mewn perthynas â'r cais uchod, wedi'u  
hamgáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application  
received by Rhondda Cynon Taf County  
Borough Council, in respect of the above  
proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod  
ar-lein, ewch i [www.rctcbc.gov.uk/planning](http://www.rctcbc.gov.uk/planning) a  
chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above  
application online at  
[www.rctcbc.gov.uk/planning](http://www.rctcbc.gov.uk/planning)

Os nad ydw i'n clywed gennych chi o fewn 21  
diwrnod o ddyddiad y llythyr hwn, byddaf yn  
tybio nad ydych am gyflwyno sylwadau.

I will assume you have no comments to make  
if I do not hear from you within 21 days of the  
date of this letter.

Yr eiddoch yn gywir / Yours faithfully,



**Jim Bailey**  
**Pennaeth Cynllunio / Head of Planning**

