



LLANHARAN COMMUNITY COUNCIL

Minutes of the meeting of the Community Infrastructure Levy (C.I.L)
Committee held by remote attendance at 7.00pm on Tuesday 7th July 2026

The meeting was held in accordance with:

The Local Government and Elections (Wales) Act 2021

Present:

Councillors Janine Turner (Chair), Chris Parker, Nick Richards, Rhys Jenkins, Andrea James.

Clerk to the Council: Leigh Smith

Apologies: None.

Absent: None.

CIL2026/023 Welcome and Apologies.

Cllr Chris Parker took the Chair in Cllr Turner's absence.

The Chair welcomed all attendees.

CIL2026/024 Disclosures of Interests

Cllr Nick Richards declared a personal interest with regards the Memorial Garden project being a resident of Grove Terrace

CIL2026/025 Minutes of CIL meeting 7th April 2026

RESOLVED

To approve as a true and accurate record the minutes of the CIL committee meeting held on 7th April 2026



CIL2026/026 Public speaking

None.

CIL2026/027 Correspondence

Noted.

CIL2026/028 CIL123 list, Active Project list, potential project lists, financial summary and action plan.

Noted.

Cllr Janine Turner joined the meeting and took the Chair.

**CIL2026/029 CIL grant application policy and amended application form.
*RECOMMENDED***

To adopt the CIL Grant Policy and Application form as presented in Appendix 4 to the meeting with the following amendments:

1. To correct the typing error replacing the word 'sighted' with 'sited'
2. To add a section making it explicit that the Council will seek evidence of Planning permission (or LDC), Suds, easements or other documentation where appropriate.

CIL2026/030 Updated quotations provided by, and the quote selected by LRGT relating to LCC26/03 Resurfacing of Carpark

Quotations not provided by applicant.

CIL2026/031 Updated figures for LCC23/02 'Improvements to Bryncae Community Centre' and to note progress.

RECOMMENDED

To approve the updated figures for the Capital plan relating to LCC23/02 and to note progress.



CIL2026/032 Updated and further quotations from Brynna Allotment Association relating to LCC 26/02 'Brynna Allotment Association, Civil works to expand storage shed'

RECOMMENDED

To note the quotations provided and the selected vendor and to approve payment of £4,454.38 for project LCC26/02 (Brynna Allotment Association - Civil works to expand storage shed) upon the receipt of appropriate invoices. And to reduce the overall allocation to the project on the CIL123 and Active Project lists to that amount.

CIL2026/033 CIL funds to purchase 2 x Benches for the memorial Garden and 1 x replacement bench for Mountain Hare play area.

a) RECOMMENDED

To purchase 1 standard recycled plastic bench as a replacement for a damaged bench at the Mountain Hare play area authorising the officers to spend £425 plus a contingency of £50, to be added to the CIL123 and Active Project Lists. Suspending Financial Regulation 11.3e)iii in order to purchase this style of bench. This style of bench having proved to be good value evidenced by previous quotation exercises and proving to be of robust construction.

b) RECOMMENDED

To delegate to the Clerk the sum of up to £3,775 for the provision of 2 decorative benches for the Memorial Garden. This amount to be added to project LCC19/07 Garage/Memorial Garden and for Financial Regulation 11.3e)ii to be suspended on the grounds that particular designs particular to individual suppliers are required. Selection of the appropriate benches to be delegated to the Clerk in consultation with members of the Memorial Garden Centrepiece Working Group.



CIL2026/034 Recommendations of Memorial Garden Centrepiece Working Group.

a) *RECOMMENDED*

To arrange the centrepiece as per below:

1. Remove the posts and gate and make redundant the railings, posts and gate that formed a 'hexagon' type shape. This will make the whole area more open and amenable to arrange planters as appropriate.
2. To move the position of the fittings for a Community Christmas Tree more towards the corner of the junction of Brynna Road/Grove Terrace but still within the boundary of the garden.
3. Where the Christmas Tree fittings were to be place to place a multi-tier fountain planter coloured and badged as per the existing community planters. Also the memorial plaque to Peterson Super Montem CC to be attached to this.
4. The budget cost from Amberol is £2128 ex VAT, the Clerk to obtain a more accurate quotation prior to the Full Council meeting and to present the quotation alongside this recommendation.
5. To create a concrete base of dimensions similar to the base of a fountain to adequately support the weight of it. (This may, subject to negotiation be done under the present contract)

b) *RECOMMENDED*

To request of Full Council that the terms of reference of the working group be expanded to look at the final layout, aesthetics and dedication of the garden subject to the final approved Suds designs. This would also allow the group to consider the possibility of creating a 'living' wall running parallel to the wooden fencing whilst maintaining a service path for the neighbours to have access to maintain their fence.



CIL2026/035 written motion from a member to submit and support an external CIL Grant application from The Llanharan Branch of the Royal British Legion and the accompanying application.

No motion was received.

CIL2026/036 Verbal update on the progress of the Oakbrook skatepark refurb and pump track Working Group

Noted.

CIL2026/022 Urgent information or to suggest items to the Clerk for a future agenda.

None.

There being no further business the meeting closed at 7.55pm

Date of next scheduled meeting: 1st September 2026

Councillor Janine Turner
Chair of the CIL Committee



LLANHARAN COMMUNITY COUNCIL

Minutes of the meeting of the Community Infrastructure Levy (C.I.L)
Committee held by remote attendance at 7.00pm on Tuesday 7th April 2026

The meeting was held in accordance with:

The Local Government and Elections (Wales) Act 2021

Present:

Councillors Janine Turner (Chair), Neil Feist, Chris Parker, Nick Richards, Rhys Jenkins.

Clerk to the Council: Leigh Smith

Apologies: None.

Absent: None.

CIL2026/001 Welcome and Apologies.

The Chair welcomed all attendees.

CIL2026/002 Disclosures of Interests

Cllr Neil Feist declared a general interest being a member of Cycling UK.
Cllr Nick Richards declared a general interest with regards the Memorial Garden project being a resident of Grove Terrace

CIL2026/003 Minutes of CIL meeting 13th November 2025

RESOLVED

To approve as a true and accurate record the minutes of the CIL committee meeting held remotely on 13th November 2025.

CIL2026/004 Public speaking



None.

CIL2026/005 Correspondence

Noted.

Cllr Chris Parker joined the meeting.

CIL2026/006 CIL123 list, Active Project list, potential project lists, financial summary and action plan.

Noted.

CIL2026/007 Covering information outlining the potential financial consequences of items on the agenda for the meeting.

Noted.

CIL2026/008 Motion to vary the order of business.

RESOLVED

For agenda item 8 to be considered after agenda item 23

CIL2026/009 Written motion to increase the earmarked funds for the Trenos, Ewenny Crossing Project (LCC23/01 Bridge over the River Ewenny).

RECOMMENDED

To increase the earmarked funds for the Trenos, Ewenny Crossing Project (LCC23/01 Bridge over the River Ewenny) from £275,000 to £600,000 following the receipt of a partial budget forecast from Burroughs (Project Managers).



CIL2026/010 Elevating the project “Proposed Multi-user route from Terry’s Way to Jubilee Street” to the active project list along with its assigned funding of £250,000.

RECOMMENDED

To defer consideration of whether to allocate funds and elevate the project to the Active Project List for a period of not less than 12 months. This being necessary in order to demonstrate fiscal responsibility given existing CIL project commitments, known future CIL income and potential pressure on cashflow. This recommendation also having the effect of rendering void any previous resolutions that would incur any cost relating to the project.

CIL2026/011 To consider whether any CIL funds for the “Proposed multi-user route from Terry’s way to Jubilee Street” should be recommended to be delegated to the Trens and Eweny Crossing Project Committee.

RECOMMENDED

To defer consideration of this matter until after any CIL funds are allocated to the project.

CIL2026/012 Llanharan RFC (Minis) general grant, consideration of allocating CIL funds.

RECOMMENDED

Not to allocate CIL funds to the grant. The monies already having been paid to the applicant from the Council’s general budget as resolved, and the administrative burden and uncertainties on transferring funds from the CIL earmarked reserve (EMR) over the year end closedown period being considered onerous.

CIL2026/013 Spend of £920 against CIL Project LCC19/07 Memorial Garden/Garage to facilitate resubmission of lapsed SAB/SuDs application.



RECOMMENDED

To authorise a further spend of £920 against project LCC19/07 Memorial Garden/Garage.

CIL2026/014 Exclusion of 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 the following item of business, disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

CIL2026/015 CIL Grant application. LRGT – Resurfacing of carpark.

RECOMMENDED

To add the project to the Active Project List and to allocate £75,000 of CIL funds indicating the Council's support for the project and the commitment of funds. But to request that the applicant carries out the further work suggested by them to confirm the validity of the quotations and to clarify their VAT status and intentions and for the quotations and the grant amount requested to then be resubmitted.

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

CIL2026/016 CIL Grant application. Llanharan Primary School – Equipment for dedicated reading corners.

RECOMMENDED

To add the project to the Active Project List and grant the sum of £5,313 from CIL funds.

CIL2026/017 CIL Grant application. Brynna Allotment Association.

RECOMMENDED



To support in principle the element of the project relating to the civil works required to improve the storage shed, but not the purchase of the pallet truck. To add the project to the Active Project List and to allocate £8,500 of CIL funds. But to request that the applicant obtains 2 further quotations for the civils work and for the 3 quotations and the grant amount requested to then be resubmitted.

CIL2026/018 Suspending consideration of any further CIL grant applications from external groups.

RECOMMENDED

To suspend CIL grant applications from external groups for a period of 24 months in order to maintain adequate reserves for the projects already added to the Active Project List and given changes to the projected CIL income over the coming years. Members of the Council retaining the ability to propose CIL applications from external groups to the CIL committee for addition to the Active Project List only under the following conditions:

- The member submits a formal written motion to that effect.
- Where a member is proposing consideration of an application from an external group then the member must ensure the CIL grant application form is completed in full by the group in the usual fashion with all supporting documentation provided in the usual way before the application is sent to the Clerk. If the application form is not completed in full and all supporting documentation provided to the satisfaction of the Clerk the matter will not be considered, and the written motion will not be accepted.
- The member must ensure that sufficient unallocated funds (on the Active Project list) are available for the project and must identify those funds in their proposal. Or if sufficient unallocated funds are not available, they must present a specific proposal to remove a current project on the Active Project List or reduce the allocation of funds to a current project on the Active Project List.



CIL2026/019 Removal of projects from the CIL123 list and/or Active Project List and closure of ongoing projects.

a) RECOMMENDED

To remove LCC24/07 'Allotment expansion project' from the CIL123 List and Active Project List releasing £10,000 back into available funds. The project being unlikely to proceed in the foreseeable future.

b) RECOMMENDED

To close project LCC21/14 Royal British Legion storage cabin, releasing the unspent £5,850 back into available funds. The cabin having been purchased in 2022 and commissioned in 2023.

c) RECOMMENDED

To remove project LCC21/15 'Provision of dropped kerbs, Hillcrest-Grove Terrace' releasing the £12,012 allocated to the project back into available funds. The RCTCBC project having been completed in 2021 and the Community Council's share of funds never called for, despite prompts from the Clerk.

d) RECOMMENDED

To remove the project "Provision of youth shelters" from the CIL123 list.

e) RECOMMENDED

To remove the project "MUGA on LRGT land adjacent to Bryncae Community Centre" from the CIL123 list.

f) RECOMMENDED

To remove the project "Rain capture and irrigation system for Brynna allotments" from the CIL123 list.



g) RECOMMENDED

To remove the project “Land from Grove Terrace to Chapel Road (Improvements)” from the CIL123 list.

CIL2026/020 Specific items to be added to the capital plan for Bryncae Community Centre and any resulting increase to the £100,000 currently allocated to project LCC23/02 “Improvements to Bryncae Community Centre”

1. RECOMMENDED

To add the following items to the Bryncae Community Centre Capital plan

Clerk’s note: Taken from Appendix 4 and 4b (Discretionary items) presented to the meeting. Summary of work presented here only. Refer to these documents for full descriptions of the items and available options presented to the Committee. Estimated costs are shown alongside each item with a financial summary provided separately to accompany the recommendations.

a) RECOMMENDED

Item 10 – Work to roof (scope and price to be confirmed, awaiting report and quote from Haran Roofing). £8,500

b) RECOMMENDED

Item 18 – Rub down and treat support leg £250

c) RECOMMENDED

Item 19 – Repairs to external render and paint with anti-graffiti paint £6,000

d) RECOMMENDED

Item 20b - Repair high level window opener mechanism and cut out and replace mastic joint and window at rear of stage to have laminated security film or alternative where possible/appropriate. £1,000



e) RECOMMENDED

Item 20c - Replace the windows, doors etc... at foyer area (including office windows) with new UPVC or similar. Doors to be accessible. Roller shutters (and to S.F Fire door if possible) and to increase estimate from £25,000 to £30,000

f) RECOMMENDED

Item 23 - Resurface the Western side of the carpark to remove undulations and reduce water ponding. Re-white line all parking bays. This work to be taken outside of the main tender for reasons of expediency. £10,000

g) RECOMMENDED

Item 27a - Complete refurbishment of main male and female toilets with new fittings, floor to ceiling panelling and toilet cubicles to meet modern Hygiene standards. Cutting out and replacing sealant around all sanitary fittings in other 3 toilets £6,500

h) RECOMMENDED

Item 28a) and 28b) - Replace all internal doors including fire doors and replace all skirting boards and architrave visible from the man hall, corridors and foyer. £5,000

i) RECOMMENDED

Item 29 - The mains gas cut off valve to be made readily identifiable £200

j) RECOMMENDED

Item 30 - Replace external flue cage and bracket to external condensation pipe. £250

k) RECOMMENDED

Item 39 - Cosmetic refurbishment of kitchen. Worktops, cupboard doors, splashbacks etc... £2,500

l) RECOMMENDED

Item 40 - An anti-vandal solution to prevent access to the low roof to prevent damage to roof /guttering and mitigate any liability issues. Anti vandal paint/roller barriers delegating a final decision to the Clerk in consultation with the Bryncae Community Centre working group and other interested parties.



£2,500

m) RECOMMENDED

Item 43 - Replacement cabling to western circuit of external LED lighting columns £1,500

n) RECOMMENDED

Item 44 - Additional CCTV in the carpark £2,000

o) RECOMMENDED

Item 45 - New fire alarm and addressable ancillaries including magnetic door holders etc... £7,500

p) RECOMMENDED

Item 46 - Improvements to external drainage. Fitting of aco drains along perimeter of green spaces to tie in with existing drains. Potentially increasing the size of the primary drain opening/chamber near the front door. (Or similar solutions). £15,000

Clerk's note: Total of additional (discretionary) items = Est £98,700

q) RECOMMENDED

In order to accommodate all of the recommendations made by the committee at this meeting including 2026/020 a-p, to take a sum of money from the council's CIL contingency to ensure there are available unallocated funds following the expected CIL receipts at the end of April 2026, calculated as £16,700 during the meeting.

*Clerk's note: Following a subsequent recalculation, the figure required to ensure there are available unallocated funds following the expected CIL receipts at the end of April 2026 is £25,342 and not £16,700 as recommended.



CIL2026/021 Progress Oakbrook skatepark refurb and pump track Working Group

a) RECOMMENDED

That the project proceeds with design 2 (Clerk's note: Labelled as Concept Two on appendix 12a presented to the CIL Committee) to be adopted as the design for the skatepark, to add an additional £6,000 of CIL funding to the project and to instruct the Clerk to produce a formal tender pack for further presentation and to take whatever action is necessary to ensure the £100,000 of grant funding from Grantscape is delivered.

b) RECOMMENDED

For the Clerk to make enquiries if the extra £6,000 could be added to the currently approved £100,000 grant allocation from Grantscape and the process of doing so.

CIL2026/022 Urgent information or to suggest items to the Clerk for a future agenda.

None.

There being no further business the meeting closed at 10.30pm

Date of next meeting: 14th May 2026

Councillor Janine Turner
Chair of the CIL Committee

From: [Lott, Leanne](#)
To: [Leigh Smith, The Clerk, Llanharan Community Council](#)
Subject: RE: CIL - Llanharan Community Council
Date: 10 June 2026 16:33:48
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Leigh,

Yes we can still meet on the 17th June and I will send you a teams meeting invite. Also conscious, that I have a few outstanding things to do for you.

Many thanks

Leanne

From: Leigh Smith, The Clerk, Llanharan Community Council <clerk@llanharan-cc.gov.wales>
Sent: 10 June 2026 16:30
To: Lott, Leanne <Leanne.M.Lott@rctcbc.gov.uk>
Subject: RE: CIL - 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.

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Hi,

Are we still meeting on 17th June? If so, in person or Teams/Zoom?

Regards

Leigh Smith
Clerk to the Council.
Llanharan Community Council
Clerk@llanharan-cc.gov.wales
project@llanharan-cc.gov.wales
www.llanharan-cc.gov.wales
Tel: 01443 231430 / 07769 266675

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

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From: Leigh Smith, The Clerk, Llanharan Community Council

Sent: 14 May 2026 17:27

To: 'Lott, Leanne' <Leanne.M.Lott@rctcbc.gov.uk>

Subject: RE: CIL - Llanharan Community Council

No probs,

Thanks

Leigh Smith

Clerk to the Council.

Llanharan Community Council

Clerk@llanharan-cc.gov.wales

project@llanharan-cc.gov.wales

www.llanharan-cc.gov.wales

Tel: 01443 231430 / 07769 266675

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From: Lott, Leanne <Leanne.M.Lott@rctcbc.gov.uk>

Sent: 14 May 2026 17:16

To: Leigh Smith. The Clerk. Llanharan Community Council <clerk@llanharan-cc.gov.wales>

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

Subject: RE: CIL - Llanharan Community Council

Hi Leigh

Please see attached bank details and thank you for spotting it.

Many thanks

Leanne

From: Leigh Smith. The Clerk. Llanharan Community Council <clerk@llanharan-cc.gov.wales>

Sent: 14 May 2026 17:10

To: Lott, Leanne <Leanne.M.Lott@rctcbc.gov.uk>

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

Subject: RE: CIL - Llanharan Community Council

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

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Hi Leanne,

No problem, we will make arrangements to return £5,000. What bank details should we use please?
(Cathy can you process please once we get bank details).

I'll take a look at the other bits tomorrow. Yes to June 17th but could we make it between 9.30am and 12noon if possible? If not let me know what's available.

Best regards

Leigh Smith

Clerk to the Council.

Llanharan Community Council

Clerk@llanharan-cc.gov.wales

project@llanharan-cc.gov.wales

www.llanharan-cc.gov.wales

Tel: 01443 231430 / 07769 266675

Mae'r neges ar gyfer y person / pobl enwedig yn unig. Gall gynnwys gwybodaeth personol, 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, rhoewch 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: Lott, Leanne <Leanne.M.Lott@rctcbc.gov.uk>

Sent: 14 May 2026 17:03

To: Leigh Smith. The Clerk. Llanharan Community Council <clerk@llanharan-cc.gov.wales>

Subject: CIL - Llanharan Community Council

Hi Leigh

Thank you for your email.

The total payment that was released to Llanharan Community Council for CIL receipts received between the 1st October 2025 and 31st March 2026 was **£252,697.37**, however, I can see that there was an overpayment of £5,000.

May I ask for this to be returned?

The payment was made up of the following:

Planning Application 19/1200/RES

Reserved Matters application for Phase 5 of Land at former open cast coal site and land to the North of the A473 Llanilid (submitted pursuant to outline (hybrid) planning

permission 10/0845/34). First instalment of £98,836.80 (should have been £93,836.80).

Planning Application 19/1082/16

Reserved Matters application for Phases 3 and 4 of Land at former open cast coal site and land to the North of the A473 Llanilid (submitted pursuant to outline (hybrid) planning permission 10/0845/34). Final instalment of £153,860.57.

In terms of the spend-by date, I would advise that we are obliged to follow from CIL Regulations 2010 which notes that CIL receipts are to be applied within 5 years of receipt.

59E.—(1) This regulation applies to CIL receipts received by a local council in accordance with regulation 59A or 59B that the local council—

- (a) has not applied to support the development of its area within 5 years of receipt; or
- (b) has applied otherwise than in accordance with regulation 59C.

The Charging Authority has agreed that it may be necessary to use small amounts of CIL to carry out feasibility or design work on a project before a decision can be made to feed the project into the Council's Capital programme and in order that this process can remain efficient it is recommended that delegated authority is granted to the Director of Housing & Regeneration, in consultation with the Cabinet Member to authorise the spending of CIL money on feasibility/design work subject to the work being related to projects contained within the Regulation 123 list and to a limit of £50,000 on each individual project.

Before I seek advice, please can you confirm if you have a similar delegated powers in place at Llanharan Community Council to authorise expenditure and if there is a limit for each individual project because the Regulations note the following:

[^{F1}Application of CIL by local councils

59C. A local council must use CIL receipts passed to it in accordance with regulation 59A or 59B to support the development of the local council's area, or any part of that area, by funding—

- (a) the provision, improvement, replacement, operation or maintenance of infrastructure; or
- (b) anything else that is concerned with addressing the demands that development places on an area.]

I know that I mentioned this before, but would you be available for a meeting via Teams on Wednesday 17 June? If so, I will send you a meeting request and I will also arrange annual catch ups for us to talk about the end of year reporting and anything else that you wish to discuss.

Kind regards
Leanne

Leanne Lott

Swyddog Arddoll Seilwaith Cymunedol | Community Infrastructure Levy Officer
Materion Tai ac Adfywio | Housing and Regeneration

Rhagenwau: Hi
Pronouns: She/Her

Ffôn/Telephone: 01443 281114
Gwefan/Website: www.rctcbc.gov.uk

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. Os byddwch yn mynychu cyfarfod, rhowch wybod i'r trefnydd os yr hoffech gyfrannu i'r cyfarfod yn Gymraeg ac/neu os yr hoffech dderbyn gwasanaeth derbynfa Cymraeg yn ystod eich ymweliad.

We welcome correspondence in Welsh and corresponding in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual. If you are attending a meeting, please let the organiser know if you would like to contribute to the meeting in Welsh and/or if you'd like to receive a Welsh language reception service during your visit.



From: Leigh Smith. The Clerk. Llanharan Community Council <clerk@llanharan-cc.gov.wales>

Sent: 14 May 2026 13:18

To: Lott, Leanne <Leanne.M.Lott@rctcbc.gov.uk>

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

Subject: RE: CIL - Llanharan Community Council

Rhybudd: E-bost allanol yw hwn - sy wedi dod o sefydliad/unigolyn y tu allan i'r Cyngor. Byddwch yn wylidwrs 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 Leanne,

Hope all is OK,

Can you confirm the CIL amount paid to us in April/May this year please?

We were expecting £93,836.80 (first payment ph 5) plus £153,860.57 (final payment ph.3&4) = £247,697.37 but I understand we actually received the following:

CIL PAYMENT CR4141355 £252,697.37

I just wanted to check the actual sums for each phase please.

Thanks.

also, can we push for a response on item 2 below in particular please? We have meetings coming up where the answer to this question will inform our approach.

Best regards

Leigh Smith
Clerk to the Council.

Llanharan Community Council
Clerk@llanharan-cc.gov.wales
project@llanharan-cc.gov.wales
www.llanharan-cc.gov.wales
Tel: 01443 231430 / 07769 266675

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From: Lott, Leanne <Leanne.M.Lott@rctcbc.gov.uk>
Sent: 08 April 2026 15:23
To: Leigh Smith. The Clerk. Llanharan Community Council <clerk@llanharan-cc.gov.wales>
Subject: RE: CIL - Llanharan Community Council

Thanks Leigh. I will take a look and will reply in the morning.

From: Leigh Smith. The Clerk. Llanharan Community Council <clerk@llanharan-cc.gov.wales>
Sent: 07 April 2026 14:36
To: Lott, Leanne <Leanne.M.Lott@rctcbc.gov.uk>
Subject: FW: CIL - 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 Leanne,

No 2 and 3 below please.

Thanks

Regards

Leigh Smith
Clerk to the Council.
Llanharan Community Council
Clerk@llanharan-cc.gov.wales
project@llanharan-cc.gov.wales
www.llanharan-cc.gov.wales
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From: The Clerk / Project Officer

Sent: 21 November 2025 10:55

To: Lott, Leanne <leanne.m.lott@rctcbc.gov.uk>

Cc: Office <Office@llanharan-cc.gov.wales>; Rebecca Jenkins <Rebecca.Jenkins@llanharan-cc.gov.wales>; Janine Turner <janine.turner@llanharan-cc.gov.wales>; Turner, Janine (Councillor) <janine.turner@rctcbc.gov.uk>

Subject: CIL - Llanharan Community Council

Hi Leanne,

I hope you are well.

A few questions please.

1. ~~I see that phases 5-8 of the Llanilid development has been approved. Do you have any details yet on when you would expect Llanharan Community Council to start to receive funds on how much per annum please?— (So we can forecast cashflow).~~
2. In terms of the 5-year timeframe (Reg 59E), we need to check whether should we put funds into a named earmarked reserve for a specific purpose whether this fund would be treated as exempt from the 5-year repayment clock.

I can't find anything specific in the regs themselves but have found several examples of wording in the policies of other councils (in England) whereby provided earmarked reserves are held for a named and specific project then the 5 year repayment clause would not apply. I can't see whether this is part of the legislation or part of an agreement between the local council and the principal authority.

For example, this is a hypothetical scenario: Llanharan Community Council Fund and build a 4G pitch using currently held CIL funds at a cost of £x

If Llanharan Community Council were to also put £250,000 (or some other suitable sum) into an earmarked reserve for the specific purpose of refurbishing the 4G pitch in 10 years time, would this element be exempt from the 5-year repayment clause. Or would RCTCBC be prepared to enter into an agreement to exempt these funds from the 5-year repayment clause?

3. A local charity (LCDP) is looking to carry out a significant refurb/rebuild of their building. They are in the process of securing funding streams.
Should Llanharan Community Council wish to do so, is there anything preventing it from granting CIL funds to the Charity to put together aspects of the applications to other funders. For example

if they needed £10,000 to carry out studies, produce drawings, consultancy fee's etc... in order to carry out the work required to produce a plan and designs that can be used for presentation as part of applications to larger funders?

In this case I assume the funding of the group itself and the funding for the provision of community facilities is not an issue (these have been approved previously), it is specifically our ability to fund the costs of designs/consultants etc... to allow them to get to application stage.

The Community Council may provide funding towards the build itself at a later stage but this is not the question here.

Thanks in advance, I hope that all makes sense, please feel free to give me a call.

regards

Leigh Smith

Clerk to the Council.

Llanharan Community Council

Clerk@llanharan-cc.gov.wales

project@llanharan-cc.gov.wales

www.llanharan-cc.gov.wales

Tel: 01443 231430 / 07769 266675

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

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<http://www.rctcbc.gov.uk/ymwadiad>

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CIL 123 list updated 1.7.26

Project	Project description	Est cost
Welfare ground - floodlights on rugby and football pitches	Erection of new lights and power supply. Plus upgrade of power supply to 3phase and trenching.	£103,438
Llanharan Primary School – Outdoor classroom	Llanharan Primary School – Outdoor classroom	£78,032
Dolau Primary School - Climbing/play area for Key stage 2 pupils. Could also be made available to the community (eg After school club)	As per application.	£74,000
Refurbishments to Llanharan OAP hall		£71,451
Brynnau Primary school. Outdoor classroom/play area.	Minute 2021/148	£60,000
Lamp posts upgrades - Brynna and Bridgend road.	0	£33,194
Brynnau Community Centre, works to improve the drainage of the 'top field' at 'Brynnau fields'	Works to improve top pitch drainage	£26,042
Brynnau Community Centre, works to improve the drainage of the 'bottom pitch' at 'Brynnau fields'	Works to improve bottom pitch drainage	£26,376
Refurbishment of Brynnau Community Centre 3G pitch	Conditional on pledges of full funding	£20,000
Decorative sculptures and art works for Brynnau Woods.	See artist quotation.	£18,000
Brynnau Community Trust Infrastructure Grant	Covid	£15,000
Llanharan branch of the Royal British legion.Storage cabin	Providing a storage building on LRFC ground. A spend of £19,500 was approved.	£14,850
Llanharan Recreational Ground Trust Infrastructure Grant	Covid	£12,432
Improvements to the southern access to RAN17.5 at enterprise Way.	Path along ridge and steps up grass bank	£8,500
Civils work for festive display expansion 2024	Groundworks and column conversion	£8,490
Lighting improvements to lane from Bridgend Road to Parc Bryn Derwyn (Jeffs lane)	Installation of streetlights.	£8,428
Reopening of Footpath RAN17/5 adjacent to the Bryncae Arms	Minute 2021/107	£8,300
Further defibs and cabinets at 5 locations plus 2 extra cabinets.	ors	£7,585
Improvement of Tan Y Bryn – Church Street Bridleway PSM31/1	Improve bridleway	£7,200
Brynnau Community Centre Boiler replacement	Replacement boiler for Brynnau Community Centre.	£6,720
Improvements/Repair to footpath RAN6/1 North of Talyfan Road.	Joint project with RCTCBC	£6,300
Path from Meadow rise across top of Llanharan cemetery to join with PROW	Improvements to the path with suitable soak away drainage at strategic points and erection of bollards half way down the entrance to stop vehicle access.	£6,150
Welfare ground Rugby posts and installation	Minute ref 2025/037b)	£5,680
Refurbishment of red telephone box in the square	To professionally refurbish the telephone box.	£5,018
Pavement at Wood-view	Pavement.	£4,500
Planters	Additional planters for the community. LS note: Add locations.	£4,420
Parc Bryn Derwyn path	Asphalt	£4,000
Dolau school outdoor resources. Part 2 of application.	Outdoor resources to improve sports facilities and well-being areas.	£3,935
Brynnau Community Centre grant RE waste pump.	Grant to replace and upgrade the waste pump system.	£3,105
Rear exit (emergency exit) door and front door on the shower block at the Welfare ground	0	£2,936
Improvements to the surface of the path adjacent to the newly constructed steps on Enterprise way	Asphalting	£2,850
New noticeboard for both Ynysmaerdy and Llanharan Road	Quotes recieved Feb 23 Order placed June 23	£2,782
4 Large planters for 2025 summer display expansion	Minute ref 2025/037 g) and 2025/041	£2,424
Purchase and fitting of 3 x benches in the community. From Ground Control to Llanharan Road.	Minute ref 2024/067.	£2,370
Further 5 benches - Jan21	475 each.	£2,256
To carry out works to provide power to the new wall mounted Christmas tree brackets at the new locations.	Minute 2021/148	£2,175
Planters 3 large and 2 small	Large oct - 408ea small 176ea	£1,983
To Carry out works to provide power to the new Christmas tree site at Ynysmaerdy.	Minute 2021/148	£1,972
Further 5 benches - 2021	0	£1,530
Brynnau Community Centre. Improvements to dugouts.	Increase in capacity to dugouts to satisfy league rules.	£1,500
'The Wimbles' overhead trellis	Minute ref 2022/244 Trellis	£1,500
Accessible gates at Meadow Rise play area and Meadow Rise Bench	Minute ref 2025/037d)	£1,440
Improvements to equestrian access on Bridleway PSM40/4. Bethlehem Way to Brynnau Woods.	Slip resistant surfacing. Work to be carried out under the Highway's Act.	£1,400
Bike/Scooter rack/storage for Brynnau pupils	Bike/Scooter rack/storage for Brynnau pupils	£1,395
Maintenance of Oakbrook skatepark and Mountain Hare	Minute ref 2023/226 (CIL2023079) maintenance to the Oakbrook skatepark and Mountain Hare playpark	£1,170
2023/206 Extra ZOLL defibrillator to replace Llan RFC defib	2023/206 CIL funds to purchase a ZOLL defibrillator to replace that currently used at the Llanharan Rugby Club defib station.	£996
Emergency lighting in Welfare ground Shower block	Minute ref 2024/067	£950
Park Benches	Additional park benches for the community. LS note: Add locations.	£950
Installation of WiFi Equipment in Ynysmaerdy Community Centre	Installation and 12 month costs	£936
Replacement wheelchair-friendly picnic Bench, Oakbrook park.	Bench	£915
Land preparation for bench at bottom of Oakbrook	Bench and wall	£900
Fitting of benches at WG, L'Oreal and A473 layby	KS	£900
Defibrillator for Trens Gardens	Minute ref 2024/067.	£900
Path next to Brynnau School to Brynnau woods	Asphalt	£850
Resurfacing of land adjacent to BT telephone box, William Street	Resurface.	£830
CIL funding for replacement of lights on War Memorial	Minute2021/170	£720

Defibrillator and cabinet for Llanharan OAP Hall		£645
Replacement distribution board, Llanharan Cemetery	Minute ref 2024/300	£600
Fitting benches Brynna fields	Fitting benches Brynna fields	£500
Work to ensure legionella compliance at the Welfare ground shower block	(Risk assessment and written scheme).	£490
Christmas tree wall fittings at the War Memorial	Minure ref 2024/300	£480
Fitting of Xmas tree socket near St Peters Church, Brynna.	Minute 2021/169	£400
Replace damaged bench on Terry's Way	Contractor now engaged at a cost of £385	£385
Electrical safety inspection and and replace E.Lights at Welfare ground shower block	Minute ref 2024/300	£380
Commercial gas safetyinspection and boiler services Welfare shower block	Minure ref 2024/300	£257
Ground conditions on Bridleway PSM40/4 to Brynna Woods	Work to Improve Bunding to prevent flooding	£186
Bus shelter rooftop garden at Hillcrest	Decorative	£139
Bike/scooter rack/storage area for Llanharan PS pupils	Bike/scooter rack/storage area for Llanharan PS pupils	£75
Fitting brackets for 3 benches on new road		£23
Ewenny Bridge and associated paths	To provide an all-user bridge over the river Ewenny and associated paths to provide a multi-user route from Bryncae Community Centre, through Brynna Woods and to the Green (Ecohouses).	£600,000
Garage for asset Memorial Garden refurb & storage	Build a storage garage on the memorial garden site and refurb garden.	£155,000.00
Skateparks	To provide an upgrade to the Oakbrook skatepark and investigate options for a new skatepark or pumptrack in Llanilid fields	£106,000.00
Improvements to Bryncae Community Centre	See Capital plan	£173,177
LRGT - Resurfacing of carpark	Resurfacing of Llanharan Welfare Ground carpark	£75,000
Improvements to the welfare ground shower block	Condition of transfer	£67,205
Brynna Allotment Association - Civil works to expand storage shed	Civil works to expand storage shed	£8,500
Llanharan Primary School - Equipment for reading corners	Equipment for dedicated reading corners	£5,313
Community garden at Ynysmaerdy	Minute ref 2023/060 CIL2023/010. Precise arrangements to be agreed with Ynysmaerdy Hall.	£2,750
Timers for festive lampposts	Minute ref 2023/060 CIL2023/012	£750
10% Contingency on incomplete Council Managed projects		£47,420
Proposed multi-user route from Terrys Way to Jubilee Street		£250,000
Extending the LCDP drop in center.		£100,000
Gateway to the village(signage)		£6,000
Upgrade of Council notice boards		£5,000
Total completed projects		£697,235.26
Total projects underway or actively under investigation (Active Projects)		£1,241,114.76
Total aspirational projects		£361,000
Total allocated CIL 123 list(all)		£2,299,350



Expected CIL income
Difference

£2,795,676
-£496,326



Llanharan Community Council - CIL Active Project List Updated 25.6.26

Project No	Date added	Project	Project description	Status	Monies spent	Further monies Est	Forecast total spend	Council managed/Grant
LCC23/01	18/02/2023	Ewenny Bridge and associated paths	To provide an all-user bridge over the river Ewenny and associated paths to provide a multi-user route from Bryncae Community Centre, through Brynna Woods and to the Green (Ecohouses).	Project approved and in progress	£25,273.86	£574,726.14	£600,000.00	Council managed
LCC19/07	Prior 1/10/20	Garage for asset Memorial Garden refurb & storage	Build a storage garage on the memorial garden site and refurb garden.	Project approved and in progress	£78,221.00	£77,699.00	£155,920.00	Council managed
LCC25/09	17/05/2025	Skateparks	To provide an upgrade to the Oakbrook skatepark and investigate options for a new skatepark or pumptrack in Llanilid fields	Investigation in progress	£0.00	£106,000.00	£106,000.00	Council managed
LCC23/02	18/02/2023	Improvements to Bryncae Community Centre	See Capital plan	Project and spend approved for action.	£7,416.74	£165,760.26	£173,177.00	Council managed
LCC26/03	17/04/2026	LRGT - Resurfacing of carpark	Resurfacing of Llanharan Welfare Ground carpark	Investigation in progress	£0.00	£75,000.00	£75,000.00	Grant only
LCC25/01	22/02/2025	Improvements to the welfare ground shower block	Condition of transfer	Project approved and in progress	£10,409.32	£56,795.18	£67,204.50	Council managed
LCC26/02	17/04/2026	Brynna Allotment Association - Civil works to expand storage shed	Civil works to expand storage shed	Investigation in progress	£0.00	£8,500.00	£8,500.00	Grant only
LCC26/01	17/04/2026	Llanharan Primary School - Equipment for reading corners	Equipment for dedicated reading corners	Project approved and in progress	£4,563.85	£749.15	£5,313.00	Grant only
LCC23/Ynys1	17/3/2023	Community garden at Ynysmaerdy	Minute ref 2023/060 CIL2023/010. Precise arrangements to be agreed with Ynysmaerdy Hall.	Project and spend approved for action.	£1,675.84	£1,074.16	£2,750.00	Grant only
LCC23/Lamps1	17/3/2023	Timers for festive lampposts	Minute ref 2023/060 CIL2023/012	Project and spend approved for action.	£0.00	£750.00	£750.00	Council managed
CONTINGENCY	Updated 15.5.24	10% Contingency on incomplete Council Managed projects	10% contingency to be maintained in relation to available funds. Temporarily minus £25,342.45 as proposed by CIL April 26			£47,420.26	£47,420.26	Contingency
				On Active Projects:	Actual spend	Further est spend	Forecast total spend	
		Totals			£127,560.61	£1,114,474.15	£1,242,034.76	

		Further confirmed CIL receipts to be received	Est further future CIL receipts (unconfirmed) Ph
		£623,045	£696,025
	Current CIL Reserves balance (EMR) 1/7/2026 at	Forecast balance following further confirmed CIL receipts to be received from current active housing developments (Llanilid Ph 3,4 & 5)	Forecast balance following confirmed receipts plus Est unconfirmed receipts from Ph 5-8 Llanilid (Ph 9 excluded)
	£1,114,474	£1,737,519	£2,433,544
Current available and uncommitted EMR	£0.00	£623,044.57	£1,319,069.57

Projected income (Confirmed)		Projected future available uncommitted EMR balance (cashflow) as of 11.03.2026 RE Confirmed CIL receipts
Amount	Receipt date	
£93,836.80	28/04/2027	£93,836.80
£93,836.80	28/04/2028	£187,673.60
£93,836.80	28/04/2029	£281,510.40
£93,836.80	28/04/2030	£375,347.20
		Projected future available uncommitted balance (cashflow) as of 25/6/26 including confirmed and unconfirmed CIL receipts in Ph 6-8 Note Ph 9 is excluded as no information available.
£696,025		

Removed from 10% contingency on further est spend for council managed projects
£5,111.64 LCC23/02 Bryncae Community Centre
£18,494.64 LCC25/01 Welfare ground Showerblock
£2,603.25 CIL payment April 26 to ensure a 0 EMT available balance.

£26,209.53 total



Llanharan Community Council - CIL potential Projects list 1.07.2026

Note: Some of the projects on the list may have already been actioned or set aside but the list not yet updated. This is because nothing is removed from the list without a resolution of Council.

No	Date added to list	Project	Project description	Est cost
11/20/02	06/11/2020	Improving the entrance to Bryngwiniog play area (Mountain hare)	Asphalting / signage?	£2,000
11/20/03	06/11/2020	Walking commuter route. Railway station to authors place.	Walking options for people in the newer houses to reach not only the train station but also the general amenities in the Village. The route, starting from the 'black path' at the bottom of Jubilee Street, could link onto the path that runs from Authors Place to the Bryncae Community Centre. From there the unofficial path along the railway line could be resurfaced to link into the current footpath from Brynna Woods RAN/20/1. Some initial work has been done by Community Councillor Jeff Williams and there is an appetite from Welsh Government to create more 'active travel routes'.	£250,000
11/20/31	06/11/2020	Improvements to Llanharan service station - Loreal roundabout path/cycleway		£500,000
11/20/06	06/11/2020	Create a series of well waymarked and published local walking/horse riding routes. With information boards and a bespoke waymark.	There are amazing public rights of way in the area and this would be a good way of helping people get outdoors and get active. Create the routes with a bespoke waymark, good quality gates/stiles, published availability, and some information boards to give the user a more thorough experience. The routes could range in distance and hopefully give that helping hand that some people need to get out walking/riding.	£2,000
11/20/07	06/11/2020	Traffic calming measures on Enterprise Way		
11/20/14	06/11/2020	A pedestrian crossing on Bridgend road		
11/20/15	06/11/2020	Access to the opencast lakes when houses are built		
11/20/19	06/11/2020	Purchase the land behind Haran roofing		
11/20/26	06/11/2020	Brynna 3G. Replacing floodlights with LED		£5,000
11/20/28	16/10/2020	New build - development childcare provision (EG LCDP)	Development of building or new build for community provision such as extra childcare. Possibly in partnership with local group (eg LCDP)	£500,000
11/20/37		Speed camera (school) -infrastructure?		
11/20/41		Investigate ownership of chapel near school		
11/20/42		Move Robert St park into the green field. Then put allotments in the original Park field. Then add a running track and outdoor exercise equipment.		

11/20/43	06/11/2020	Simple BMX track (Similar to what they have at Park Slip)	Earth track somewhere for the kids to take their bikes. Used to be one in brynna woods. Inexpensive to build. Minimal maintenance required.	£5,000
11/20/44	06/11/2020	open public loo and shelter in Llanharan cemetry	People come from miles around, often elderly people. Could use CIL money to refurbish if necessary and LCC staff could open/close it and keep it clean.	
11/20/46	11.11.2020	establish a well needed footway from Allotment site to Maes yr Gobaith area		
11/20/47	11.11.2020	Indoor sports facility/hall		
12/20/02	20/12/2020	Welfare ground - Small extention to house external toilet.	Could be used for outdoor events or those using the fields/chaging rooms. When main hall toilets are not available (closed or hall being rented).	£7,500
12/20/03	20/12/2020	Welfare ground - Improvements to the pathway to the boxing club entrance.	Improve the pathway to make it safer and more established, to the right of the welfare hall and down to the boxing club.	£4,000
12/20/04	20/12/2020	Welfare ground - Works to improve the levels at the welfare ground entrance.	Limited works to relevel a small area just inside the main gate. Not tarmacing or anything substantial.	£2,000
12/20/05	20/12/2020	Welfare ground - Pathway down to and past football field. Compacted dust or similar.	To provide a safe and dry access path to the football field and beyond. Possibly following on from the path to the boxing club (To the right of the welfare hall).	£5,000
12/20/06	20/12/2020	Welfare ground - Repairs tro boxing club roof.	The roof is in danger of collapse at some stage and requires repairs. Also insulating.	
12/20/09	20/12/2020	Welfare ground - Lower priority - External portch and access door to meeting room.	Fit access door and portch to meeting room so it can be used independantly whilst the hall is being hired. Note: Would also require external toilet (See pp no 12/20/02 above)	£5,000
12/20/10	20/12/2020	Welfare ground - Limited refurb of park. See also 11/20/11	Floor alteration to rubber safety flooring. Replacement components for existing play equipment. Possibly new apperatus but priority is improving the existing facility.	
12/20/12	20/12/2020	Access improvements to Llanharan community garden.	Zig zag path down the bank to allow pushchair/wheelchair access. (Not tarmac) and a suitable gateway. Idea to make the garden an area of mindfulness and seclusion for all.	£5,000
20/12/2013	20/12/2020	Development work to Llanharan community garden.	Currentlry work relies on volunteers and what can be achieved is limited. Access to proper funding would allow the garden to be developed properly.	
12/20/13	20/12/2020	Street signage to the Welfare ground	To allow those visitng to be able to find the facility from the highway	
21/12/2013	20/12/2020	Street signage for the Llanharan community garden	To allow those visitng to be able to find the facility from the highway	
12/20/14	20/12/2020	Bryncae community centre - Proper path from the carpark to the fire door	There is a desire line pathway in mud. To make a proper path here.	
1/21/002	29/1/21	meadow rise play area - renew path and do drainage		
2/21/001	29/01/2021	It would be amazingly beneficial for all the community if the "Swan pond" could be purchased for community use as a nature reserve.		

1/21/004	29/01/2021	I think for the community of Llanharan it would be beneficial to make the pathways in Brynna woods more durable. With covid the pathways have become very muddy. These paths have been wonderful during the pandemic and I feel that this should be looked after.		
1/21/005	29/01/2021	Further dog waste bins at the entrances to Brynna woods and meadow rise		
2/21/001	29/01/2021	Create a pleasant seating area next to River on Chapel Street	we create a area by the river bank opposite the war memorial next to the Chinese chip shop. It has a natural beauty and just needs a bit of loving care and attention to bring it into a place that people young and old could enjoy. Being opposite the memorial and close to the community council offices it is an ideal place to enhance. We could also erect a plaque for the NHS for their services which would be in keeping with the memorial. Wild flower planting could be arranged so the upkeep would be a minimal cost. Seating here would be great so in the future when socialising is allowed families and older generations could meet. Being by water is a natural healer for many mental health issues.	
5/21/001	29.3.21	Improvements/expansion to brynna community centre skateboard bowl.	Please see below email that we discussed. Ideally the bowl should be 3ft deep and if a rail can be put as the edge of top for grinding even better. Not expecting the world but it does need looking at so if money needs spending why not get it right 1st as last. If there is scope for it to be larger fantastic but if not the depth of 3ft should really be considered. Only going deeper or raising the edge with that so no impact on surrounding ground if that is a concern. Below is what has just been done and pencoed. There is no skate bowl type of park From cardiff to Porthcawl and the one in brynna isn't up to much as you will see below again with the links of Porthcawl. Hopefully something comes of this thanks for your time https://www.bridgend.gov.uk/news/new-pencoed-skateboard-and-bmx-park/ http://www.middle-age-shred.com/forum/viewtopic.php?f=17&t=23701	
5/21/002	26.4.21	Park or wooded area next to Bryncae Community Centre.	Owned by LMW	
5/21/003	26.4.21	Llanharan Primary School - Green security fence between Allotment and allotment car park and the school	I would like to submit a bid for new fencing between the school, the community allotment carpark and community allotments. Somebody, parked in the Community Carpark, reversed into the fencing over the Christmas period and although the school repaired the pillar and fence it is still in poor repair. I have spoken to our RCT surveyor to get a quote to replace the wire fencing with a green security fence.	£1,900
6/21/001	8.6.21	Sensory garden		
6/21/002	8.6.21	Sensory play area		
6/21/003	8.6.21	Wooden sculptures for schools		
6/21/005	8.6.21	Live wall at Meadow Rise		

LCC21/13	11/20/48	06/05/2021	Bike racks at Train station	£500.00
LCC21/10	12/20/15	06/05/2021	Community Orchard/wildlife areas.	£1,000.00
LCC21/11	11/20/32a	06/05/2021	Bike/scooter rack/storage area for Dolau pupils	£1,000.00
LCC22/BCFC1		22/07/2022	Signage for Bryncae FC	£100.00



Llanharan Community Council - CIL Action Plan 1.7.26

Action no	Date added	Category	From	Action	Notes	Status2
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. See above	
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.	Present to Council for resolution.	
2022/108	22/05/2022	Full Council	CIL	2022/108 RCTCBC CIL meeting RESOLVED For the CIL Committee to consider minimum lease qualifying terms with regards to grants for projects on leased land.	To be included in review of CIL application form and policy for ther July 2026 meeting.	
2023/060	17/03/2023	Full Council	CIL	RESOLVED CIL2023/010 CIL application for a community garden at Ynysmaerdy. To approve a CIL application for £2750 for a community garden at Ynysmaerdy from Ynysmaerdy Community Centre and for the project to be added to the CIL123 list and Active Project lists. For the Clerk to make the purchases up to the value of £2750 regarding the project if this is acceptable to the applicant or otherwise to grant the £2750 on the understanding that the presentation of invoices would be required as proof of purchase.	Added to lists. Awaiting progress. The Clerk has contacted the MOP involved and requested works be carried out Summer 2024. June 2024. Clerk has requested an update Oct 24. Residents intend to proceed with the project. Clerk requested update April 2025. Project underway May 25. Requested status update Nov 25. Project ongoing into 2026. Have informed applicant that cutoff is likely to be end 2026 before unspent funds are reallocated. June 26	
2024/300	20/12/2024	Full Council	CIL	a) RESOLVED CIL2024/047 To allocate £1,781.24 of CIL funds to project LCC19/07 Memorial Garden for extra surety cover, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Added to lists and emailed. Chased several times. No response so have assumed applicable for CIL given previous approvals for similar. June 26	Completed
2024/300	20/12/2024	Full Council	CIL	b) RESOLVED CIL2024/048 To allocate £588 of CIL funds for costs to ensure legionella compliance at the Welfare ground shower block, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Added to lists and emailed. Chased several times. No response so have assumed applicable for CIL given previous approvals for similar. June 26	Completed
2024/300	20/12/2024	Full Council	CIL	c) RESOLVED CIL2024/049 To allocate up to £2,000 of CIL funds for a building condition survey of the Welfare ground shower block, subject to approval from RCTCBC, to approve the spend as per resolution 2024/288b) and to add to the CIL123 list and Active Project lists.	Check with RCT and add to lists. Added to lists and emailed. Chased several times. No response so have assumed applicable for CIL given previous approvals for similar. June 26	Completed
2024/300	20/12/2024	Full Council	CIL	d) RESOLVED CIL2024/050 To allocate £380 of CIL funds for costs to carry out a electrical safety inspection and to replace 2 x emergency light fittings at the Welfare ground shower block subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Added to lists and emailed. Chased several times. No response so have assumed applicable for CIL given previous approvals for similar. June 26	Completed
2024/300	20/12/2024	Full Council	CIL	e) RESOLVED CIL2024/051 To allocate up to £500 of CIL funds for costs to carry out a commercial gas safe safety inspection at the Welfare ground shower block subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Added to lists and emailed. Chased several times. No response so have assumed applicable for CIL given previous approvals for similar. June 26	Completed
2026/119e)	17/04/2026	Full Council	CIL	2026/119 Resolutions and recommendations of the CIL Committee held on 17th April 2026 e) RESOLVED CIL2026/013 Spend of £920 against CIL Project LCC19/07 Memorial Garden/Garage to facilitate resubmission of lapsed SAB/SuD application. To authorise a further spend of £920 against project LCC19/07 Memorial Garden/Garage.	Alter CIL sheets to show total allocated to project £155,920 Master version done. Chris' version - To be completed	
2026/119f)	17/04/2026	Full Council	CIL	2026/119 Resolutions and recommendations of the CIL Committee held on 17th April 2026 f) RESOLVED CIL2026/015 CIL Grant application. LRGT – Resurfacing of carpark. To add the project to the Active Project List and to allocate £75,000 of CIL funds indicating the Council's support for the project and the commitment of funds. But to request that the applicant carries out the further work suggested by them to confirm the validity of the quotations and to clarify their VAT status and intentions and for the quotations and the grant amount requested to then be resubmitted.	Master version - Done Chris version -	

2026/119g)	17/04/2026	Full Council	CIL	2026/119 Resolutions and recommendations of the CIL Committee held on 17th April 2026 g) RESOLVED CIL2026/016 CIL Grant application. Llanharan Primary School – Equipment for dedicated reading corners. To add the project to the Active Project List and grant the sum of £5,313 from CIL funds.	Master version - Done Chris version - Applicant informed.	
2026/119h)	17/04/2026	Full Council	CIL	2026/119 Resolutions and recommendations of the CIL Committee held on 17th April 2026 h) RESOLVED CIL2026/017 CIL Grant application. Brynna Allotment Association. To support in principle the element of the project relating to the civil works required to improve the storage shed, but not the purchase of the pallet truck. To add the project to the Active Project List and to allocate £8,500 of CIL funds. But to request that the applicant obtains 2 further quotations for the civils work and for the 3 quotations and the grant amount requested to then be resubmitted.	Master version - Done Chris version - Applicant informed.	
2026/119j)i)	17/04/2026	Full Council	CIL	2026/119 Resolutions and recommendations of the CIL Committee held on 17th April 2026 j) RESOLVED CIL2026/019 Removal of projects from the CIL123 list and/or Active Project List and closure of ongoing projects. i) To remove LCC24/07 'Allotment expansion project' from the CIL123 List and Active Project List releasing £10,000 back into available funds. The project being unlikely to proceed in the foreseeable future.	Master version - Done Chris version -	
2026/119j)ii)	17/04/2026	Full Council	CIL	2026/119 Resolutions and recommendations of the CIL Committee held on 17th April 2026 j) RESOLVED CIL2026/019 Removal of projects from the CIL123 list and/or Active Project List and closure of ongoing projects. ii) To close project LCC21/14 Royal British Legion storage cabin, releasing the unspent £5,850 back into available funds. The cabin having been purchased in 2022 and commissioned in 2023.	Master version - Done Chris version - Applicant informed.	
2026/119j)iii)	17/04/2026	Full Council	CIL	2026/119 Resolutions and recommendations of the CIL Committee held on 17th April 2026 j) RESOLVED CIL2026/019 Removal of projects from the CIL123 list and/or Active Project List and closure of ongoing projects. iii) To remove project LCC21/15 'Provision of dropped kerbs, Hillcrest-Grove Terrace' releasing the £12,012 allocated to the project back into available funds. The RCTCBC project having been completed in 2021 and the Community Council's share of funds never called for, despite prompts from the Clerk.	Master version - Done Chris version -	
2026/119j)iv)	17/04/2026	Full Council	CIL	2026/119 Resolutions and recommendations of the CIL Committee held on 17th April 2026 j) RESOLVED CIL2026/019 Removal of projects from the CIL123 list and/or Active Project List and closure of ongoing projects. iv) To remove the project "Provision of youth shelters" from the CIL123 list	Master version - Done Chris version -	
2026/119j)v)	17/04/2026	Full Council	CIL	2026/119 Resolutions and recommendations of the CIL Committee held on 17th April 2026 j) RESOLVED CIL2026/019 Removal of projects from the CIL123 list and/or Active Project List and closure of ongoing projects. v) To remove the project "MUGA on LRGT land adjacent to Bryncae Community Centre" from the CIL123 list.	Master version - Done Chris version -	
2026/119j)vi)	17/04/2026	Full Council	CIL	2026/119 Resolutions and recommendations of the CIL Committee held on 17th April 2026 j) RESOLVED CIL2026/019 Removal of projects from the CIL123 list and/or Active Project List and closure of ongoing projects. vi) To remove the project "Rain capture and irrigation system for Brynna allotments" from the CIL123 list.	Master version - Done Chris version -	
2026/119j)vii)	17/04/2026	Full Council	CIL	2026/119 Resolutions and recommendations of the CIL Committee held on 17th April 2026 j) RESOLVED CIL2026/019 Removal of projects from the CIL123 list and/or Active Project List and closure of ongoing projects. vii) To remove the project "Land from Grove Terrace to Chapel Road (Improvements)" from the CIL123 list.	Master version - Done Chris version -	
2026/119k)	17/04/2026	Full Council	CIL	2026/119 Resolutions and recommendations of the CIL Committee held on 17th April 2026 k) RESOLVED CIL2026/020 Specific items to be added to the capital plan for Bryncae Community Centre and any resulting increase to the £100,000 currently allocated to project LCC23/02 "Improvements to Bryncae Community Centre" To add items i) to xvii) to the capital plan for Bryncae Community centre and to project LCC23/02 'Improvements to Bryncae Community Centre', and amending the allocated CIL funds for the project to £168,633 i to xvi not listed here for reasons of brevity.	Master version - Done Chris Version -	

2026/119L	17/04/2026	Full Council	CIL	2026/119 Resolutions and recommendations of the CIL Committee held on 17th April 2026 I) RESOLVED CIL2026/021 Progress Oakbrook skatepark refurb and pump track Working Group That the project proceeds with design 2 (Clerk's note: Labelled as Concept Two on appendix 12a presented to the CIL Committee) to be adopted as the design for the skatepark, to add an additional £6,000 of CIL funding to the project and to instruct the Clerk to produce a formal tender pack for further presentation and to take whatever action is necessary to ensure the £100,000 of grant funding from Grantscape is delivered.	Master version - Done Chris version -	
2026/174	21/05/2026	Full Council	CIL	Progress the proposed alteration in design to the Grove Terrace Garage project and make any necessary submissions for formal permission.	Inform builder - Done Non material alteration application submitted 5.6.26	
2026/209	19/06/2026	Full Council	CIL	RESOLVED To form a working group to develop ideas for a centerpiece; Cllrs David Evans, Rhys Jenkins, Chris Parker, Nick Richards and Janine Turner volunteered to join the group and Cllr Chris Parker to be Chair. The working group to report to the Full Council.	Working group to develop ideas for a centrepiece and report to Full Council. LS to setup email group. Known as Memorial Garden Centrepiece Working Group.	Completed



LLANHARAN COMMUNITY COUNCIL

CIL Grant Policy and Application Guidance Notes

Please read the policy and guidance notes before completing the form:

1. Llanharan Community Council allows applications from local groups and organisations for CIL¹ grants. CIL grants can only be issued for projects, at its discretion, that relate to infrastructure or address the demands that development places on the local area².

We suggest any applicants speak with the Clerk to the Council prior to requesting a CIL grant application form to discuss eligibility; you may also seek assistance/guidance from your local Councillor.

2. Eligibility

CIL grants can be made;

- 2.1. To formal groups or organisations delivering activities or services to residents of the local community who are established for charitable, benevolent, social, cultural, recreational or philanthropic purposes and are non-profit making ³and in addition do not make profit to pay or otherwise benefit directors, members or shareholders;

¹ CIL – Community Infrastructure Levy, derived from a tax on new housing developments.

² LCC receives written advice from RCTCBC who are the final arbiter of eligible projects.

³ Groups where all earned income is recycled for the benefit of the community are not considered profit making.

In addition such groups must;

- 2.2. Have and be able to provide a constitution, or set of rules, which define its aims, objectives and operational procedures;
- 2.3. have a bank account (or accounts) held in the name of the group.

Grants will not be made;

- 2.4. to individuals
- 2.5. to groups situated or operating solely outside the area administered by Llanharan Community Council, unless a clear benefit to the inhabitants of the Community can be established. In such cases, supporting information demonstrating the level of benefit to Llanharan Community Council residents must be provided
- 2.6. to organisations whose beneficiaries or members reside outside the area administered by Llanharan Community Council, unless a clear benefit to the inhabitants of the Community can be established. In such cases, supporting information demonstrating the level of benefit must be provided.
- 2.7. to organisations that are socially exclusive, e.g., where there are unreasonable restrictions on membership inconsistent with equal opportunities
- 2.8. to organisations established for party political purposes or promoting religious purposes
- 2.9. to any commercial venture or private business
- 2.10. for any private gain
- 2.11. for purposes for which there is a statutory duty upon other local or central government departments to fund or provide **unless the project is to be carried out in partnership with such government agencies.**

2.12. to fund the purchase of alcohol, tobacco, loans or interest payments or VAT that an applicant can recover.

3. Grants will be considered under the following criteria:

- 3.1. Applications may be submitted at any time⁴ but will only be considered by the Council's CIL Committee in the first instance if received, correctly and fully completed at least 10 working days prior to any CIL Committee meeting.
- 3.2. Emergency applications direct to full council may only be made with the prior consent of the Chair of the CIL Committee and provided the application is requested to be added to the full council agenda by submission of a written motion from a Councillor. Such applications must explain why the need is urgent.
- 3.3. Such emergency applications to full council as described in 3.2 must be submitted (along with the written motion) at least 10 working days prior to the date of the applicable council meeting.
- 3.4. All applications will be considered on their merits and subject to providing the supporting documentation as requested on the application form. Incomplete applications will be returned and will not be submitted for consideration.
- 3.5. The applicant is responsible for ensuring the application complies with the council's CIL grant policy, that the application is completed in full and correctly include all required supporting documentation.
- 3.6. Any applications not complying with the council's policy will be submitted for consideration provided the applicant provides a narrative as to why an exception to the policy should be considered. If granted the council will minute the reasons for deviating from its policy.
- 3.7. Any applications not completely and correctly completed by

Commented [LS1]: This may clash with written motions RE standing orders. An amendment to standing orders may be necessary.

⁴ Provided the Council has not resolved to suspend applications.

the appropriate deadline will not be submitted for consideration.

3.8. All eligible applications will be considered at the appropriate meeting.

3.9. Decisions will be made by Llanharan Community Council with its decision being final.

3.10. Each application will be assessed on its own merits. However, to ensure as fair a distribution as possible of available funds, the council **may** take into account the amount and frequency of any previous awards and the extent to which the applicant has sought or secured funds from other sources or their own fund-raising activities.

3.11. The council may make the award of any grant subject to such additional conditions and requirements as it considers appropriate.

4. Further policy notes

4.1. Grant applications and supporting documents can only be accepted from the applicant. An application cannot be made by or presented by a third party on a group's behalf.

4.2. Applications for CIL grants **must be in excess of £1,000** per application.

4.3. Any payments would be made via BACS to the applicant's bank account listed in the application.

4.4. All grants should be drawn down within 12 months of the grant being awarded unless otherwise indicated in the application. Should grants be made on a conditional basis and the conditions not be met then the grant award will lapse after 12 months unless otherwise indicated.

4.5. All grants are awarded on a one-off basis

4.6. A grant may not be given or transferred to any other group.

4.7. A grant award must only be used for the purpose stated on the application. If the organisation is unable to use the money, or any part of it, for the purpose stated within 1 year of the grant being

made (**unless otherwise stated on the application**), then all unused monies must be returned to the council.

- 4.8. **Retrospective applications will not be considered.**
- 4.9. groups may be subject to a visit by the Clerk and/or Councillors to see how the grant has been administered or further evidence requested to demonstrate how the money has been spent.
- 4.10. for all grants the council may opt to award a grant as a lump sum or to pay on the receipt of invoices.
- 4.11. Where a grant is to part fund a project or activity, the council will only release funds once the remaining required funds have been secured or evidence is presented to demonstrate that alternative funders have committed in writing to providing the required funds. Any funds must be drawn down and used within 12 months unless otherwise indicated in the grant application as per 4.4 and 4.7
- 4.12. A project or activity may not be phased to obfuscate the total cost of a project. **Total project costs must form part of the application.**
- 4.13. The council will require details of how money has been spent within 1 year of the award being made (Appendix One) and each subsequent year for multi-year projects. No subsequent grant will be made until Appendix One has been correctly completed and evidence provided in relation to any previous grant. (Grant recipients must **provide** receipts/invoices to evidence grant spend).
- 4.14. In any case the applicant must provide details of how the money has been spent within 1 year of the award being made (**and each subsequent year if the project spend runs over a period of years**) by completing and returning Appendix One along with receipts/invoices to evidence grant spend.
- 4.15. Recognition of the grant from Llanharan Community Council must be made in any publicity relating to the activity or purpose for which the grant was made and in the Group's accounts.
- 4.16. The Council may use the name of your Group and its project

Commented [LS2]: LS Check. App one for CIL grants or both CIL and general? And would this prevent provision of CIL or General grant??

or activity in our own publicity material where appropriate.

4.17. Where the application relates to work on land or buildings or the asset for which the application is submitted will be sighted on any land or in a building, the Council may seek assurances and evidence of ownership or lease terms.

4.18. With regards 4.17, where land or buildings are leased, depending on the size and nature of the CIL grant application and/or the project, the Council may require a minimum remaining lease term to be in place and request evidence of this.

5. Provisions for the return of granted funds to the council (Clawback)

5.1.1. Notwithstanding other clauses in this CIL grant policy, any grants provided must be returned to the council should your group or project:

5.1.1.1. Cease to operate within 1 year of receiving the grant or within 1 year of completing the full or partial spend for the project

5.1.1.2. Change ownership within 1 year of receiving the grant or

5.1.1.3. Relocate outside of the Llanharan Community Council boundary within 5 years of receiving the grant

5.1.1.4. Significantly change from the details provided in your application within 1 year of receiving the grant

5.1.1.5. Sell, gift or otherwise dispose of items purchased with grant money without the written permission of the council at any time within 5 years of receiving the grant.

Commented [LS3]: Think about these. How does this work for multi-year projects?

5.1.2. Notwithstanding other clauses in this CIL grant policy, CIL grants must be repaid in full on demand if:

5.1.2.1. You are found to have made any misrepresentations in your application.

5.1.2.2. You have breached the terms of the CIL grant. (You will receive full details of any terms if your application is successful).

5.1.2.3. You fail to follow the council's grant policy following payment of a grant. Including clauses: 4.7, 4.14, and 4.15.

Groups may be asked to make a brief presentation to Council Members.

If required, it is the applicant's responsibility to ensure that public liability insurance is in place.

Grants – DATA PROTECTION

Your Personal Data – The information in this application will be held by Llanharan Community Council for considering your grant application. The information that you have provided in the application form above will be presented to a Council meeting and become a permanent public record in the Council minutes. The contact information for the application will be retained for up to 7 years as an audit trail for our expenditure and may be shared with relevant authorities when requested by them. This data will be controlled by Llanharan Community Council – for further information, please contact the Clerk on 01443 231430. More information can be found in our Privacy Notice which can be seen on the Council's website at llanharancc.webs.com or from the Council Offices.

Llanharan Community Council – CIL application form for Community Groups

Note: This form is intended for the use of Community Groups and Organisations for projects in excess of £1000

SECTION A: ABOUT YOU	
Name of Organisation: (Please note that if you are successful, payment can only be made to a bank account registered in this name).	
Legal Status of the Organisation: (i.e. limited company, Trust, Charitable Incorporated Organisation, CASC, voluntary group etc...)	
Registered Charity Number (if applicable)	
Name of Main Contact and role: (All correspondence will be addressed to this person)	
Full Postal Address of Applicant:	
Contact Telephone Number:	Daytime: Mobile:
Main Contact Email Address:	
Has the organisation received Grant Aid or CIL funding from Llanharan Community Council in the past 3 years? (State whether General grant or CIL grant) Yes ☐ No ☐	

If the answer is yes, please complete the box below:

Date and type of funding (General/CIL grant?)	Amount
	£
	£
	£
Has an Appendix One, 'Grant spend confirmation form' been satisfactorily completed for the most recent general grant OR CIL grant with invoices/receipts provided where applicable. Appendix One MUST be fully completed and receipts/invoices provided for the application to be considered.	Yes ☐ No ☐
Have you read and understood the council's CIL Grant Policy and understand that applications must comply with all aspects of the policy to be submitted for consideration unless you have provided a narrative as to why an exception to the policy should be considered ? If your application does not comply with all aspects of the Council's CIL grant policy provide your narrative as to why an exception to the policy should be considered here. <i>(Note: If your application does not comply with the council's policy and you do not provide a narrative here, your application may not be submitted for consideration).</i>	Yes ☐ No ☐

Please provide a brief description of the main aims and activities of the organisation applying for a CIL grant.

How many people are involved in the organisation and approximately what percentage of them live in the Llanharan Community Council area?

Are you an eligible group? (See Policy 2)

Yes ☐ No ☐

Is your project potentially applicable for CIL Funding
(Check with the Clerk)

Yes ☐ No ☐

Are you a not for profit organisation? (Note: This is a legal term)

Yes ☐ No ☐

Is all land involved in your application, or land where your project will be sighted owned or leased by you

a) All owned (Freehold) ☐

b) All leased ☐

c) A mixture of both ☐

d) Not applicable ☐

If b) or c) give more details including remaining length of lease.
(You must also provide a copy of the lease and lease plan with this application).

How long has the organisation been established in its current form?

SECTION B: FOR WHAT PURPOSE ARE YOU APPLYING FOR A CILGRANT?

Please provide a description of the specific purpose you intend to use the CIL grant for?

How will the project tangibly benefit the Community?

What are the consequences if you are not awarded the grant?

(Be specific and avoid exaggeration)

Please provide the dates you intend to start and finish the project.

Start Date:

Completion Date:

SECTION C: How much CIL funding is being applied for?

What is the total cost of the project for which a CIL grant is required?

What is the amount of CIL grant the organisation would like to apply to Llanharan Community Council for?

You MUST indicate if the amount is including or exclusive of VAT and whether you are able to and intend to reclaim VAT.

This amount should tally with quotations / costing provided

What other sources of funding is currently available for the project?
(If you are applying for part funding for a project, the Council; must see evidence that funding is available or formally pledged for the entire cost of the project)

What other funders have been approached and what is the status of those applications?

(If you are applying for part funding for a project, the Council; must see evidence that funding is available or formally pledged for the entire cost of the project)

You MUST supply the following information (See policy notes for detail).

- Organisation/Group formal constitution or rules
- Income and expenditure account/balance sheet for the previous financial year.
- Most recent bank statement **for ALL bank or investment accounts or other financial instruments.**

Statement dates must be within 1 month of the date of the application and must show at least 3 months of transactions (redacted to protect personal information in line with GDPR if necessary).

- VAT registration number (If registered)
- Is the organisation profit making?
- Latest audited/ratified accounts and balance sheet.
- Provide 3 x quotations for items the CIL grant will be used for.

Indicate which quote you have selected, this quote should match the grant amount requested.

Note: For projects comprising multiple small er items it may be acceptable to provide indicative costings (eg Website or catalogue prices) although this should be avoided where possible.

Contact the Clerk for details.

- Latest audited/ratified accounts/balance sheet verified and signed by a qualified person independent of the group/organisation. (The persons name and contact details should be also printed)

Section D: Sustainability and Biodiversity

Will the project/activity continue after this funding has ended?

Yes ☐ No ☐

If yes, provide details.

Would your application have any effect on local biodiversity?

(Either positive or negative)

Yes ☐ No ☐

If yes, provide details and note any enhancements or mitigations planned to offset disruption to biodiversity.

Section E: Payment Details

If your application is successful, payment will be made using the details below.

Account Name *(Must match the name of the organisation applying as in Section A)*

Account Number *(Must match that of one of the bank statements provided)*

Sort Code *(Must match that of one of the bank statements provided)*

SECTION F: Completing the application
Your Signature – This must be the signature of the main contact named in Section A
Declaration: i. I certify that the information contained in this application is correct and there are no omissions, including all required supporting documentation required in section C. ii. I understand that it is the applicant's responsibility to ensure that any application is completed correctly and fully, including all required supporting documentation required in section C. Should the application be found to be incomplete then it may not be presented for consideration or the return of monies may be requested. Signed: _____ Date: _____
Please note that this form requires two signatures:
Second Signature: Position held in organisation: Signed: _____ Date: _____
Completed application forms should be returned to: The Clerk to Llanharan Community Council

2 Chapel Rd
Llanharan
CF72 9QA
Project@llanharan-cc.gov.wales
01443 231430

Checklist:-

- ✓ A copy of all of the documentation required in section C is provided.
- ✓ Two signatories on the form.
- ✓ 3 quotations.

- ✓ If you previously received a grant from Llanharan Community Council, complete and include Appendix One including invoices and receipts where applicable.

**For any further information or assistance in completing the form
please contact Llanharan Community Council 01443 231430**



Appendix One

Llanharan Community Council Grant Spend Confirmation Form

Name:	
Organisation:	
Address:	
Telephone:	
Email address:	
Date & Amount of grant awarded: (Also list whether CIL or General grant)	
Specific reason for grant: What was the grant for:	

Was the entire amount granted spent on what was in the application? If not provide a narrative on what it was spent on and/or how much of the grant remains unspent or details of monies returned to the council.	
Provide details of invoices/receipts and other evidence provided with this application to evidence how the previous grant was spend (Note: Invoices/receipts <u>must</u> be provided)	
Did the grant achieve its aims in relation to making a difference to the Community and if so in what way did the community benefit?	

Llanharan Community Council welcomes feedback and photographs on all good causes that we have supported.

Should you provide photographs, these may be used for marketing purposes.

Return the completed form to:

**Clerk to Llanharan Community
Council**

**2 Chapel Road
Llanharan
CF72 9QA**

clerk@llanharan-cc.gov.wales

01443 231430

Bryncae Community Centre Capital plan V12 14.05.26					
Ref	Original est +20% or Estimate	Proposed actions for Capital Plan tender pack	Included in Capital Plan but actioned separately outside of the main tender	Other notes	Link to paper
1	£6,720	Carry out full internal decoration of community centre.			
2	£10,000	Carry out full external decoration of community centre. (Note: This is without carrying out necessary repairs to the render and using standard paint and not anti-graffiti paint - See item 19)			
3	£10,000	Replace all roof guttering and downpipes, fascias and soffit.			
4	£5,000	Replace all external fire doors and frames x 3			
5	£25,000	Replace all vinyl flooring and make minor repairs to concrete floor . See also item 26.			
6	£120	Provide electrical distribution chart for the building.			
8	£1,200	Install warning beacons in toilet areas. Note - Item 45 expands on this.			
7	£2,795		Replace all internal and external lights with LED. Replace outdoor lighting with columns - Completed	Completed	
9a	£0		Replace CCTV system. - Completed	Completed	
9b	£475		Recoat curtains with flame retardant coating and CE mark	Completed	
18	£250	Rub down and treat support leg.			Item 18.pdf
19	£6,000	Carry out repairs to external render at corners and where minor cracking has occurred. Engage a specialist contractor to repair minor damage and cracks to render and remove all lichen and marks prior to redecorating the render. Repaint external walls using anti-graffiti/anti vandal paint. Colour TBD See also item 2 The additional cost of this item (which is to repair the render AND to use anti-graffiti paint is est £6000. Repairs to render only est £500)/ Repair of the rendering is NECESSARY.			item 19.pdf
20b	£1,000	20b - Repair high level window opener mechanism and cut out and replace mastic joint (windows to external reveals) and window at rear of stage to have laminated security film or alternative where possible/appropriate.			Item 20b.pdf
20c	£30,000	20c) Replace the windows, doors etc... at foyer area (including office windows) with new UPVC or similar. Doors and windows to be security spec (secure by design) including roller shutters*, accessible and fitted with a keypad or fob system integrated with the booking system to regulate access to hirers. Doors to be accessible (Automatic opening or pushbutton). Windows to have laminated security film or alternative where possible/appropriate *Roller shutters to also be fitted to south facing fire door if allowable. All shutters operating from one control point ensuring safe unobstructed egress from the south facing fire door when the building is occupied.			Item 20c

22a	£1,569		Replace boiler room door and frame. Note: Fire doors included in item 4.	Completed	
23	£10,000	Resurface the Western side of the carpark to remove undulations and reduce water ponding. Re-white line all parking bays.		Note: This work should be co-ordinated or as a minimum checked to ensure synergy with any improvements to the carpark that may be considered for the Bridleway (Trenos Crossings project).	Item 23.pdf
24a					
24b	£5,000	NA	Repair/replace fire stopping insulation in the kitchen ceiling as required.	Quote received. £11,700 Awaiting instruction.	
27a	£6,500	27a Complete refurbishment of main male and female toilets with new fittings, floor to ceiling paneling and toilet cubicles to meet modern Hygiene standards. Cutting out and replacing sealant around all sanitary fittings in other 3 toilets			Item 27a
28a					
28b	£5,000	Replace all internal doors including fire doors and replace all skirting boards and architrave visible from the man hall, corridors and foyer.			Item 28.pdf
28a (2)					
28b (2)	£6,520		Replace 2 x kitchen roller shutters with fire rated self-closing units. Confirm can be wired to existing fire alarm or new alarm if changed (See item 8)	Fitted June 26 - Awaiting invoice.	

29	£200	The shut off valve that supplies the gas meter and boiler is not suitably marked and should be marked yellow with the word 'GAS' The mains cut off valve to be made readily identifiable			Item 29
30	£250	Replace external flue cage and bracket to external condensation pipe.		Consideration for additional pipe insulation and/or background heating on a frost thermostat in boiler room and elsewhere.	Item 30.pdf
39	£2,500	Cosmetic refurbishment of kitchen. Worktops, cupboard doors, splashbacks etc...			Item 39
40	£2,500	An anti-vandal solution to prevent access to the low roof to prevent damage to roof /guttering and mitigate any liability issues. Anti vandal paint is an option as are roller barriers if applicable in this scenario. To allow a budget for this delegating a final decision to the Clerk in consultation with the Bryncae Community Centre working group and other interested parties. (or some other decision making mechanism).			Item 40.pdf
41	£2,578		Replacement curtain track for stage curtains	Completed	
42	£6,000		Installation of blackout blinds to high level windows in main hall.		item 42.pdf
43	£1,500	Replacement cabling to western circuit of external LED lighting columns			Item 43.pdf
44	£2,000	Additional CCTV in the carpark.			Item 44.pdf
45	£7,500	New fire alarm and addressable ancillaries including magnetic door holders etc... Note: The door holders would significantly reduce damage to fire doors, ensure proper fire compartmentation during a fire (Insurance consideration) and form part of the compliance with the Equality Act 2010, allowing doors to be safely left in an open condition (without the use of wedges) when occupied and closure should the alarm activate. Note: Item 8 on mandatory list is to install warning beacons in toilet areas.			Item 45.pdf
46	£15,000	Improvements to external drainage. Fitting of aco drains along perimeter of green spaces to tie in with existing drains. Potentially increasing the size of the primary drain opening/chamber near the front door. (Or similar solutions).			Item 46.pdf
	Total capital plan	Tender pack	Outside tender pack		
	£173,177	£148,240	£24,937	Totals	
	£7,417	£0	£7,417	Spent	
	£165,760	£148,240	£17,520	Remaining	

From: [Stephen Rossiter](#)
To: [Leigh Smith, The Clerk, Llanharan Community Council](#)
Subject: Brynna Allotment Association Shed expansion quotations
Date: 30 June 2026 13:09:50
Attachments: [Quotation comparisons.xlsx](#)
[KG TARMAC LTD quotation.docx](#)
[CME PHASE 1.docx](#)

Good afternoon, Leigh,

Many thanks for calling me back earlier with regards the above. As I explained in our telephone conversation, I now have three quotations as attached, I've also attached a spreadsheet I've put together for ease of comparison.

As you are aware the purpose of the work is to simplify the process of loading compost deliveries into the shed. Currently we physically carry large bags of compost into the shed.

With an aging committee, most of us with some ailments, this is proving more difficult year on year. So we are proposing (phase.1) to have a graded concrete ramp at the front of the shed, leading from the lane at the back of Southall St, up to the floor level of the shed, so limited physical effort required. Furthermore we will need to widen the door opening to enable clear access for a full pallet. Meaning a new wider secure door.

Phase.2 (which can be done at a later date) includes a 32m² concrete base at the rear of the shed and a second door leading from the shed to the newly laid concrete base. This will enable us to purchase more compost at a reduced price for our members. The quotations attached are for both phases, hence the reason I wanted to discuss possibilities with you.

Thank you for the support and look forward to catching up soon to discuss.

Steve Rositer

PS as you will see from the excel spreadsheet CME have priced for the 2 new doors. To enable me to give a like for like competitive process, I have, in the excel spreadsheet removed this price for the doors. I have already done some work with regards the doors and we could get them for around £1300. If you require any further information please don't hesitate to contact me.

Shop expansion project

Table.1

Contractor	Price		VAT		Total Price + VAT		Security Doors		Final Price
Stuart Smith Building Solutions	£	2,637.00	£	527.40	£	3,164.40	£	1,289.98	£ 4,454.38
CME (Price including 2 new doors)	£	2,649.78	£	529.96	£	3,179.74	£	1,289.98	£ 4,469.72
KG Tarmac	£	2,450.00	£	490.00	£	2,940.00	£	1,289.98	£ 4,229.98

Note:

The cost of the double metal security doors can be confirmed on www.lathamssteeldoors.co.uk

Latham's Security Doorset Ltd

35-37 Haige Road

Tividale

Oldbury

West Midlands

B69 2NY

STUART SMITH

BUILDING SOLUTIONS LTD

Corrwg house

Brynna road

Brynna

CF72 9QE

ESTIMATE

02/072026

Brynna allotments

1. Excavate and prepare an area 4m x 4.5m. Supply, lay and compact type 1 stone. Shutter, supply and lay a new concrete ramp to the front of the existing storage shed. Remove all muck from site.
2. Cut out a new doorway opening 1.8m wide ready to receive new doors. Doors Not included at this time. Supply and fit new concrete lintel.

2637 + vat

Thank you for the opportunity to quote

KG TARMAC LTD

Keri Gardiner

Gilfach Dofn
Efailwen
SA66 7JP



QUOTATION

Client: Stephen Rossiter

Site: Brynna Allotments

Date: 30 May 2026

Phase 1

Scope of Works

Excavate and prepare area for new concrete pad to the front of the building measuring approximately **4.5m x 4.0m**.

Supply and install reinforced concrete slab.

Widen existing doorway from approximately **1.2m** to **1.8m-2.0m** to improve access.

Remove all associated waste materials.

Please Note: Door frame and door are **not included** within this quotation. These can be supplied and installed at an additional cost once the customer has selected their preferred door and frame.

Phase 1 Price

£2,450.00



Phase 2

Scope of Works

Ground clearance including removal of soil, vegetation, and trees as required.

Preparation of area ready for new concrete works.

Supply and install reinforced concrete slab to the rear of the building measuring approximately **8.0m x 4.0m**.

Form new doorway opening to the rear of the building, matching the front access opening at approximately **1.8m-2.0m** wide.

Works designed to provide easy access and exit to the concrete storage shed.

Removal and disposal of all arising waste materials.

Phase 2 Price

£4,800.00



Waste Removal

A skip will be supplied for the removal and disposal of waste and rubbish generated during both phases of the project.

Total Quotation Value

£7,250.00



Guarantee

All workmanship and materials supplied and installed by **KG Tarmac Ltd** are covered by a **5-Year Guarantee**, subject to normal use and wear and tear. We take pride in delivering high-quality workmanship and ensuring customer satisfaction on every project.



Thank you for the opportunity to provide this quotation. We look forward to working with you on this project.

Kind Regards,

**Keri Gardiner
KG Tarmac Ltd**



BRYNNA ALLOTMENT PHASE 1 EXTERNAL WORKS.

BREAK OUT EXISTING CONCRETE TO FRONT ELEVATION AND REMOVE SPOIL X 18 M2
@£48.00 = £864.00

IMPORT SUBBASE AND LAY CONCRETE PATH X 18M2 @£85.00 = £1,530.00

CUT BACK EXISTING OPENING TO 1800MM AND FIT NEW CONCRETE LINTEL TO SUITE
X 2.1LM @£121.80 = £255.78

SUPPLY AND INSTALL NEW DOUBLE OPENING SECURITY METAL DOORS 1800MM X
2100MM @£2,100.00

TOTAL £4,749.78

BRYNNA ALLOTMENT PHASE 2 EXTERNAL WORKS.HASE 1 & 2

REDUCE AREA AT REAR OF SHOP AND REMOVE SPOIL X 32M2 @£28.20 = £902.40

IMPORT SUBBASE ANY CONCRETE PATH X 32M2 @£85.00 = £2,720.00

CUT BACK EXISTING OPENING TO 1800MM AND FIT NEW CONCRETE LINTEL TO SUITE
X 2.1LM @£121.80 = £255.78

SUPPLY AND INSTALL NEW DOUBLE OPENING SECURITY METAL DOORS 1800MM X
2100MM @£2,100.00

REMOVE 8LM OF BUSHES AND DISPOSE @£10.80 = £86.40

TOTAL £6,064.58 + VAT

PHASE 1 & 2 TOTAL = £10814.36

Appendix 8

To consider allocating CIL funds to purchase 2 x Benches for the memorial Garden and 1 x replacement bench for Mountain Hare play area.

- 2 x Benches are required for The Memorial Garden.

Members are invited to decide on whether to buy standard benches for the garden at a cost of 2 x £425 = £850 plus a suggested contingency of £100.

Or more decorative benches delegating a budget of £1499 to the Clerk to select an appropriate design working with the Memorial Garden Centrepiece Working Group.

Examples:



- 1 x replacement bench is required for the Mountain Hare park.

A replacement standard bench can be purchased for £425 plus a suggested contingency of £50.

Note: The Standard benches are the style selected by the Council for all recent purchases. Members are invited to consider suspending Financial Regulation 11.3e)iii in order to purchase this style of bench. The bench having proved to be good value and of robust construction.

From: [Chris](#)
To: [Leigh Smith, The Clerk, Llanharan Community Council](#)
Date: 07 July 2026 13:15:11
Attachments: [giant planter.pdf](#)

Hi Leigh

Following the site visit by the Memorial Garden Centrepiece Working Group (aka MGC Working Group) we recommend the following:

1. To remove the posts and gate and make redundant the railings, posts and gate that formed a 'hexagon' type shape. This will make the whole area more open and amenable to arrange planters as appropriate.
2. To move the position of the fittings for a Community Christmas Tree more towards the corner of the junction of Brynna Road/Grove Terrace but still within the boundary of the garden.
3. Where the Christmas Tree fittings where to be place to place a 4 tier fountain planter coloured and badged as per all the other planters (see attachment). Also the memorial plaque to Peterson Super Montem CC could be attached to this.
The cost from Amberol is £2128 ex VAT
4. To create a concrete base of dimensions similar to the base of a fountain to adequately support the weight of it. (This may, subject to negotiation be done under the present contract)
5. To request that the terms of reference of the working group be expanded to look at the final layout, aesthetics and dedication of the garden.
6. This would also allow the group to consider the possibility of creating a 'living' wall running parallel to the wooden fencing whilst maintaining a service path for the neighbours to have access to maintain their fence.

regards

Chris

Councillor - LCC

Email: chris.parker@llanharan-cc.gov.wales

Mob: 07737682633

Tel: 01443 231430 Ext 311