



## **LLANHARAN COMMUNITY COUNCIL**

Minutes of the Council meeting held by remote attendance, 7pm on Thursday 17<sup>th</sup> February 2022.

*The meeting was held in accordance with:*

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

### **Members Present:**

**Councillors;** Chris Parker (Chair), Robert Lewis-Watkin JP, Roger Turner, Pam Uppal, Helen Donnan, Rhys Jenkins, Geraint Hopkins, Parmindra Pannu.

**Apologies:** Janine Turner, Barry Stephens JP, Daniel Morelli.

**Absent:** Jeff Williams, Serkan Aksin, Will Thomas.

**Clerk to the Council:** Leigh Smith

**Invited:** Duncan Ludlow, Wildlife Trust of South and West Wales.

2 members of the public.

### **2022/022 Welcome and Apologies.**

Apologies for absence were received from Councillors Janine Turner, Barry Stephens JP, and Daniel Morelli.

### **2022/023 Disclosures of personal and/or prejudicial interests.**

None

### **2022/024 Public speaking.**

A member of the public spoke on agenda item 13 and expressed a wish to be part of the working group to be set up to look at the future placement of summer plants.



## **2022/025 Minutes of Ordinary Council meeting.**

### ***RESOLVED***

The minutes for the meeting of the Council held by remote attendance at 7.00pm on Thursday 20<sup>th</sup> January 2022 were approved as a true and accurate record of proceedings.

## **2022/026 Matters arising.**

None

## **2022/027 Presentation from Wildlife Trust of South & West Wales**

A presentation was received from Duncan Ludlow.

### ***RESOLVED***

To grant the Wildlife Trust of South & West Wales the sum of £10,000.

## **2022/028 Action plan**

The Council's action plan was noted.

## **2022/029 Expenditure for January 2022**

Noted and approved.

## **2022/030 Police crime report (excluding information considered sensitive)**

The Police Crime Report had not been provided in time for the meeting.



## **2022/031 Members reports**

### Cllr Geraint Hopkins

The latest update regarding the footbridge over the railway on the A473, Bridgend Road is that work has now started. The contractor has indicated that the work may take up to 22 weeks, however I am very hopeful that work will be completed sooner.

### Cllr Roger Turner

I can report that I project I have been working on for some time is coming to fruition in that a planning application will be presented to RCT's planning committee in the coming week for 18 commercial units at Pencoed technology park. The development comprises a mix of industrial and commercial units and will be good for the local area in terms of economic growth and employment opportunities.

### Cllr Helen Donnan

Following my nomination by this council I can report that I have recently been appointed as the One Voice Wales' Bridgend/RCT/Merthyr Community & Town Council representative on Cwm Taff Morgannwg UTB stakeholders reference group (Bridgend/RCT/Merthyr area).

I attended my first meeting recently and will forward notes of the meeting to the Clerk in due course.

### Cllr Chris Parker

I wish to congratulate Councillor Donnan on her appointment on behalf of the Community Council.

## **2022/032 Implication for CIL receipts to the Council RE commencement of phase 3&4 of Persimmon development.**

### ***RESOLVED***

To request of RCTCBC that CIL receipts for phases 3&4 are partially deferred in order to ensure receipts are kept below the cap in each financial year. Pending information from RCT, the details of which individual payments are deferred and until when, to be delegated to the Clerk in consultation with the Chair of the Council and actual figures to be reported to the next Full council meeting.



### **2022/033 Outcome of RCTCBC CIL meeting held in February 2022**

Minutes and outcomes from the meeting have yet to be received.

### **2022/034 Rationalisation of working groups of the Council.**

#### ***RESOLVED***

That the following working groups be dissolved:

Tackling Poverty Working Group;

Bryncae Community Centre Working Group;

Proposed Community Café/Hub Working Group;

And their members be reconstituted into a new working group known as:  
The Community Wellbeing Working Group.

Terms of reference for the group to be as per those detailed in appendix 7 presented to the meeting.

### **2022/035 Terms of reference of Bryncae Community Centre working group**

This item was considered moot following the resolution made in minute ref 2022/034, above.

### **2022/036 Working group regarding a community café/‘hub’**

This item was considered moot following the resolution made in minute ref 2022/034, above.

### **2022/037 Activities to mark the Queen’s Platinum Jubilee in June 2022**

#### ***RESOLVED***

To support the activities and events in principle contained in appendix 10 presented to this meeting but to allocate no budget at this time. For more detailed proposals to be presented to Council in due course.



## **2022/038 Further defibrillators and associated equipment for the community**

### ***RESOLVED***

Assuming the consent and permission of interested parties, to provide and externally mount public access defibrillators at the following locations (as shown on the plan presented in appendix 11 of this meeting):

Brynna Community Centre; Bryncae Community Centre; New Road; L'Oreal layby.

Plus a further unit to be mounted between Lonydd Glas and St Illids Meadow.

The Community Council to register as guardians for these defibrillators and carry out the appropriate inspections and replacement of consumables etc...

Costs approved up to £1400 per unit (defibrillator and cabinet) which may be met from CIL funds.

The Clerk to investigate grant opportunities to offset cost.

### ***RESOLVED***

The Clerk to enquire with Llanharan RFC and The Welfare Hall trustees whether these organisations would be prepared to allow the Community Council to mount their defibrillators externally nearby and/or take on guardianship. The costs of purchasing cabinets also approved.

## **2022/039 Selling price parameters for the sale of the Green tractor**

### ***RESOLVED***

The Clerk to take such action as necessary to obtain a price of between £5000 and £3000 for the green tractor. If this price cannot be achieved following a reasonable period following advertising, then the Clerk to return to Council with a further recommendation.



**2022/040 Replacement of picnic bench at Oakbrook play**

***RESOLVED***

To purchase a replacement, wheelchair-friendly picnic bench for up to a cost of £450 plus £120 fitting.

***RESOLVED***

The Clerk to present a report to the ORA committee regarding disabled access to the play parks and play areas in the community. This report to include disabled access to the new picnic bench for Oakbrook park.

**2022/041 Planning applications, submitted between the Council meeting held on 16th December 2021 and the Council meeting held on 20th January 2022.**

Noted

**2022/042 Planning applications, submitted since last council meeting**

Noted, without comment.

**2022/0 Urgent matters**

None.

There being no further business the meeting closed at 8.50pm

Councillor Chris Parker

Chair of the Community Council



## **LLANHARAN COMMUNITY COUNCIL**

Minutes of the Council meeting held by remote attendance, 7pm on Thursday 20<sup>th</sup> January 2022.

*The meeting was held in accordance with:*

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

### **Members Present:**

**Councillors;** Chris Parker (Chair), Roger Turner, Barry Stephens JP, Will Thomas, Janine Turner, Pam Uppal, Daniel Morelli, Helen Donnan, Rhys Jenkins.

**Apologies:** Robert Lewis-Watkin JP (Deputy Chair) Jeff Williams, Parmindra Pannu.

**Absent:** Robert Lewis-Watkin JP (Deputy Chair), Jeff Williams, Parmindra Pannu, Serkan Aksin, Geraint Hopkins.

**Clerk to the Council:** Leigh Smith

**Office Administrator:** Christina Badham

2 members of the public.

### **2022/001 Welcome and Apologies.**

Apologies for absence were received from Robert Lewis-Watkin JP (Deputy Chair) Jeff Williams, Parmindra Pannu.

### **2022/002 Disclosures of personal and/or prejudicial interests.**

None



### **2022/003 Public speaking.**

A member of the public spoke on agenda item 18 stating that as a trustee of a local group they would like to volunteer to participate in any working group set up to examine the feasibility of setting up a community café.

A member of the public spoke on agenda items 13 and 14, voicing concerns about the use of public money for Christmas lights and summer flowers. The same member of the public spoke on agenda item 10 regarding Mark Steer's contribution to the RCTCBC local partnership website.

### **2022/004 Minutes of Ordinary Council meeting.**

#### ***RESOLVED***

The minutes for the meeting of the Council held by remote attendance at 7.00pm on Thursday 16th December 2021 were approved as a true and accurate record of proceedings.

### **2022/005 Matters arising.**

None

### **2022/006 Action plan**

The Council's action plan was noted.

### **2022/007 Expenditure for December 2021**

Noted and approved subject to the acceptance that the line item 'Adobe £7,069.32 Invoice 9451' is an error and that the £7,069.32 and Invoice 9451 was for the 'Fireworks display'.

### **2022/008 Police crime report (excluding information considered sensitive)**

The Police Crime Report was noted.





## **2022/009 Members reports**

### Cllr Roger Turner

The leader of RCTCBC has given an update explaining that the footbridge over the railway on the A473, Bridgend Road will be removed overnight this Sunday night with a traffic diversion in place to allow the works to be carried out.

I report on an incident in the Mountain Hare area of the village whereby on new years day there was a hit and run incident involving a vehicle. The neighbourhood watch cameras were used to identify the registration number of the vehicle which was given to the police and the owner of the vehicle was identified. I am pleased that the neighbourhood watch, of which I am Chairman was able to have been of use in this matter.

### Cllr Helen Donnan

I report that the DMMO for the disused railway line near Brynna Woods is progressing. I will keep council posted on its progress.

As a volunteer with the Wildlife trust in Brynna Woods I can report that we have sited a number of new benches through the woods.

I am also happy to see real progress on the Trenos railway crossing bridge with survey work to begin soon.

### Cllr Will Thomas

I report on the difficulties of parking in some areas of the village. There have been incidents of minor sabotage and altercations between neighbours reported given the lack of adequate parking on some of our streets.

### Cllr Janine Turner

I report on the dangers to women when running in our community. There have been incidents reported of women being inappropriately approached when out running in the evenings.

I also report that I am talking to Transport for Wales with regards to exploring the possibility of 'adopting' Llanharan Railway station. Part of this involves looking for volunteers to help water any flower baskets we might place. More details will be brought to council at a later date.



**2022/010 Recommendations of ORA committee meeting held remotely on Tuesday 4th January 2022 at 7.00pm.**

***RESOLVED***

Improvements to southern end of RAN17/5 at Enterprise Way.

The Clerk to investigate options to create access both along the ridge of the bank and up the slope of the bank. To design a scheme of works and obtain budget prices and obtain advice and permissions from relevant landowners and authorities. For the project to be added to the CIL123 list and Active project list for further investigation.

***RESOLVED***

Ground conditions on Bridleway PSM40/4

With regards to the asphalt section leading immediately from Bethlehem View, the Clerk to approach the relevant landowners to enquire about their attitude to allowing improvement works to be carried out in principle. The Clerk to also check access rights, easements etc... over the land.

***RESOLVED***

With regards to the section of the PROW prone to flooding near the entrance to Brynna Woods, the Clerk to arrange to place a 'bund' of several tonnes of material along the southern bank of the stream to effectively increase the capacity of the stream in this area. All work to be carried out with prior permission of the landowner and in conjunction with the Wildlife Trust.

***RESOLVED***

Allotment tenancy agreements proposed changes.

Existing tenancy agreements to be used for existing plot holders for the 2022 period, with a consultation note outlining the changes to be made to the agreements for next year, explaining that the changes are already in force.

New amended tenancies to be issued to new plot-holders provided One Voice Wales do not raise any concerns over the insertion of the clause relating to the taking of a security deposit (bond).



**RESOLVED**

Poultry wellbeing policy, proposed changes.

That the amended version of the Poultry wellbeing policy be adopted as presented with changes made to the wording to clarify that birds other than hens are permitted to be kept, but cockerels are not permitted to be kept. Changes also to be made to the wording to make it clear that on the Pendre allotment only new plot-holders need restrict the size of their flocks to 6 birds.

**RESOLVED**

To approve Mark Steer's contribution to the RCTCBC Local Nature Partnership website on behalf of the Community Council

**2022/011 Recommendations of Audit Committee held remotely Tuesday 16<sup>th</sup> November 2021.**

**RESOLVED**

To grant Hope Rescue the sum of £2000 towards building of a Welfare facility for staff and volunteers as per the application received.

**RESOLVED**

To grant Bryncae FC the sum of £800 towards general running costs of the club as per the application received.

**RESOLVED**

That (an) amended forms and process be adopted with the following alterations: That on page 1 of the application form the text "....returned by the end of June and the end of October respectively unless otherwise indicated". Be amended to, "Returned by the end of June and the end of October respectively or they shall be submitted in the subsequent grant meeting if appropriate....."

**RESOLVED**

That the green tractor be disposed of and for the clerk to ascertain a fair market price and to return to council with a recommended sale price.



## **2022/012 Recommendations of Audit committee meeting held remotely on Tuesday 11th January 2022**

### ***RESOLVED***

That the draft budget be amended and presented for consideration by full Council resulting in the following outcomes:

- A balanced budget with total expenditure set at £251,154
- A total income of £251,154. Comprising precept and 'other income'
- A resultant Band D Council tax rate of £75.40 representing an increase of 16.79% or £10.84 per annum generating a precept of £243,094

## **2022/013 Christmas lights and decorations 2022**

### ***RESOLVED***

To retain the existing plan for the purchase and placement of Christmas decorations in 2022 allowing for minor adjustments.

### ***RESOLVED***

The Clerk to gather background information and carry out a feasibility study with a view to presenting options to council for budgeting in late 2022 in preparation for budget 2023/24 and Christmas 2023 in relation to the following areas:

New Road (A473); Lanley estate; Enterprise Way.

## **2022/014 Summer hanging baskets and planters 2022**

### ***RESOLVED***

To retain the existing plan for the purchase and placement of Summer plants in 2022 allowing for minor adjustments.

### ***RESOLVED***

To approve the spend of up to £7500 for summer plants for 2022.

### ***RESOLVED***

To form a working group to examine purchase and placement of summer plants with a view to presenting options to council for budgeting in late 2022 in preparation for budget 2023/24 and summer 2023.



## **2022/015 Recommendations of CIL committee meeting held remotely on Wednesday 12th January 2022**

### ***RESOLVED***

To add the potential project 'Improvements to the Welfare Field Shower Block' (Already on CIL123 list) to the Active Projects list for scoping and further investigation.

### ***RESOLVED***

To reject the potential project 'Improvements to road leading to Brynna Gwynnion play area'. Reason: The road surface being considered to be in a reasonable condition for a public footpath and therefore not an effective use of public funds.

### ***RESOLVED***

To reject the proposal to move the potential project 'Upgrade of Council notice boards' (already on CIL123 list), particularly to replace noticeboards at Ynsymaerdy and Llanharry Road, onto the Active project list for further investigation. Reason: The noticeboards have not been widely used over the period of the pandemic. When Council is regularly using the noticeboards again for the posting of agenda's and minutes the proposal to be revisited.

### ***RESOLVED***

To remove the noticeboards at Ynysmaerdy and Llanharry Road given their poor condition.

## **2022/016 Progress regarding the 'Garage & Memorial Garden project'.**

### ***RESOLVED***

To approve spend of up to £955 (plus VAT) from CIL funds to carry out survey of Memorial Garden site to identify status and details of underground drain/sewer with reference to the holding objection to the SuDS application lodged by Dwr Cymru/Welsh Water.

## **2022/017 Solicitor for CAT of Bryncae Community Centre.**



### **RESOLVED**

To appoint Howells Solicitor based on the quote and terms provided (£1770+VAT) plus to allow a further spend of up to £250 for Land Registry fees.

### **2022/018 Governance, oversight and operational management of 'The Pantry'.**

### **RESOLVED**

Governance constituted to full Council with day-to-day operation delegated to Councillor Janine Turner in conjunction with the Officers.

### **RESOLVED**

The Pantry to be operated in line with the following procedures:

#### Finance

Pantry funds to be managed using the Council's bank account and via a separate cashbook in the Rialto accounting software.

Account(s) set up with food providers where appropriate.

Any payments made by officers of the Council in the normal fashion.

Credit cards issued to officers who make purchases on behalf of the pantry.

#### Cash

A small cash float of less than £50 to be maintained at the Pantry.

Cash above the float level taken brought to office weekly. (Receipt issued).

Cash receipts, cash in hand at pantry and cash in hand at office to be recorded weekly.

When cash held at office reaches £50 cash is deposited to bank.

Pantry payments, receipts, cash in hand and balance reported to Council monthly.

#### Additional funds

The Pantry is assumed to be self-supporting via income generated via donations and grant funding.

Where additional funds are requested from the council these are to be requested and applied for from Council in the usual manner. This can take place outside of the normal grant windows and without submitting a full grant form. However, any application must detail specifically what the funds are for and why they are required.



### Grants

The Officers of the Council Freedom to apply for grants.

The Officer's to ensure the grant is appropriate.

Any grants applied for to be reported to Council retrospectively.

The Clerk and the Chair of the Council to sign any terms and conditions or declarations on behalf of the Council.

### **2022/019 Community café or 'hub' for the community.**

#### ***RESOLVED***

A working group to be set up to examine the feasibility of setting up and running a Community café / hub. The working group to comprise a maximum of 5 members, with a recommended makeup of 3 Councillors and 2 members of the public.

### **2022/020 Urgent matters**

None.

### **2022/021 Deferment of further items.**

#### ***RESOLVED***

To defer all other agenda items (items 19, 20 and 21) to the next meeting of the Council.

There being no further business the meeting closed at 9.07pm

Councillor Chris Parker

Chair of the Community Council



## Llanharan Community Council Action Plan

Action no	Date added		Category	From	Action	Notes	Status	Owner
131b			Full Council	ORA	Arrange persimmon to install benches on new road	Benches delivered to Persimmon Homes 15th Feb 22.		LS
2020/232h	19.2.2021		Full Council	ORA	That a draft leaflet/factsheet be produced containing information outlining the rights and responsibilities of landowners, RCT, The Community Council and members of the public.	To be progressed once ROW database progress made.		LS
2020/232i	19.2.2021		Full Council	ORA	That a draft leaflet/factsheet be produced containing information on popular or interesting walking routes around the community.	To be progressed once ROW database progress made. Awaiting further info from OW.		LS
2020/107	22.1.2021		Full Council	Full Council	Jan full council action - 2020/107 Public Speaking a) A member of the public requested to speak on a matter arising from item 8 – Budget 2021-22 - hanging baskets, planters and Christmas lights. RESOLVED That Officers of the Council will discuss with businesses, in order to gauge public interest in sponsoring council xmas lights.	Not started. This action to be deferred to next year.		LS
2020/111	22.1.2021		Full Council	Full Council	RESOLVED - That councillors should be presented with a possible decrease of 1% of precept for consideration at next years council precept meeting.	New year 2022.	Completed	LS
2020/118	22.1.2021		Full Council	Full Council	Jan - Full Council action - 2020/118 CorrespondenceThe meeting noted a letter received from a local resident, listing suggestions for possible uses of a piece of land at the bottom of Harold Street, Llanharan. RESOLVED - a) To commission a survey requesting ideas for future usage of the land. b) To follow up with RCT regarding the possibility of the Community Council purchasing or leasing the land.	a) Cannot proceed with survey until land purchase progresses. b) Emailed RCTCBC in May - Response that no decision yet made.		LS
2020/231	19.2.2021		Full Council	Full Council	RESOLVED - Officers of the council to develop a Service Level Agreement in collaboration with the LCDP and to arrange annual reporting to members.	In progress		LS
2021/007	22.4.21		Full Council	ORA	Public ROW RAN31/1 The owners of Garth Uchaf farm have been contacted to see if a suitable alternative route can be identified on their land to avoid the blocked section of path. An alternative route has been agreed with the landowner. The Acting Clerk to check Land registry documents to ensure the alternative route is on land under the same ownership and to liaise with RCTCBC and the Owner of Garth Isaf to finalise an alternative route.	RCT progressing with landowners Draft agreement agreed and diversion order application in progress.	Completed	LS



2021/007	22.4.21		Full Council	ORA	The ROW database to be made available for members to access and update with suitable controls.	Not started.	Completed	LS
192	22.4.21		Full Council	ORA	Waymarkings/Roadsigns  RCT Rights Of Way have provided a number of waymarkers. LCC to approach RCTCBC for a discussion on purchasing (or contributing towards purchasing) a batch of highway signs when we have identified a batch to be completed.	ID a batch and recommend to committee  A list has been sent to RCT. Further work to id the next batch is required.		LS
2021/007	14.4.21		Full Council	ORA	Recommended – That priority of those added to waiting lists be given in the following manner:  i. Those living inside the boundary of the Community Council area who are not existing plotholders.  ii. Those living inside the boundary of the Community Council area who are existing plotholders.  iii. Those living outside of the boundary of the Community Council area but within 3 miles of the boundary who are not existing plotholders.  iv. Those living outside of the boundary of the Community Council area but within 3 miles of the boundary who are existing plotholders.  v. Those living further than 3 miles from the boundary of the Community Council area would not be added to the waiting list.	To be codified and distributed to interested parties - Add to next years tenancy agreement as well as action relating to swapping of plots. 2022 Draft Tenancy agreement containing this text presented to ORA Jan 22.	Completed	LS
2021/007	14.4.21		Full Council	ORA	the management of barren allotment plots.  Recommended – That RCTCBC and Llanharan Horticultural Society be consulted to see what expertise they have in terms of returning barren plots to a growing condition.	Not started. No current unlet barren plots.	Completed	LS
2021/108			Full Council	ORA	2021/108 Foodbank and 'The Pantry' RESOLVED To continue funding the foodbank at current levels. For the Community Council to 'take on' 'The Pantry'.	Cllr J Turner to advise on subsequent conversations with Fairshare. And to provide detail on requirements for paper for Council.	Completed	LS
2021/133	29.10.21		Full Council		RESOLVED The Clerk to investigate what is required to allow Hybrid meetings in the future. The investigation to include equipment and venues and attending a Hybrid meeting of another similarly sized Community Council if possible.	Take Councillor Rhys Jenkins for technical advice		LS

2021/138	31.10.21		Full Council	HR Com	2021/138 HR Support RESOLVED To delegate authority to spend up to the value of 10 hours of specialist HR support at a cost of £57/hour to the Clerk in relation to the particular issue discussed. And to Delegate authority to spend to the value of up to a further 10 hours at a rate of £57/hour to the HR Committee in relation to the same matter.	In progress		LS
2021/148	20.11.2021		Full Council	CIL	RESOLVED To approve CIL application from LCDP for improvements to pathway outside LCDP office. To move to phase 1 of the CIL123 list and to the Active project list and to approve the project at a cost of £1200(net) subject to the receipt of the appropriate financial information being received and scrutinised to the satisfaction of the Clerk. This application is recommended pending RCTCBC's decision on LCDP's eligibility for CIL funding.	Obtain approval from RCT. Emailed 15.12.2021 Update tracker accordingly when received and email. LCDP RCTCBC CIL and Lega met in early Feb 2022, awaiting outcomes.		LS
2021/148	20.11.2021		Full Council	CIL	RESOLVED That with regards to the LCDP CIL Application for improvements to pathway outside LCDP office, LCDP be encouraged to include the potential project 'Install suitable disabled access ramp' to this project and to obtain fresh quotes. Any application will be held pending RCTCBC's decision on LCDP's eligibility for CIL funding	Obtain approval from RCT. Emailed 15.12.2021 Update tracker accordingly when received and email. LCDP RCTCBC CIL and Lega met in early Feb 2022, awaiting outcomes.		LS
2021/148	20.11.2021		Full Council	CIL	RESOLVED The Clerk to carry out a project to identify suitable locations for further defibrillators and associated equipment.	Paper presented to council Feb 22		LS
2021/053	16.6.2021		Full Council	ORA	ORA2021/025 Footpath to the north of Talyfan Road (RAN 6/1) Recommended – The Project Officer/Assistant Clerk to obtain quotes to infill the damaged section of the path with suitably sized aggregate to provide stability and drainage.	Met with RCTCBC in January		LS
2021/053	16.6.2021		Full Council	ORA	ORA2021/026 Unofficial pathway on grass bank between Bridgend Road and Parc Bryn Derwyn. Recommended – Project Officer/Assistant Clerk to investigate registering this as a permitted right of way. In particular with regards to landowners consent.	Not Started		LS
2021/053	16.6.2021		Full Council	ORA	ORA2021/027 Footpath north of the newly installed path to the north of Llanharan Cemetery. (PSM53/2) Recommended - Project Officer/Assistant Clerk to approach RCTCBC to enquire whether a joint approach/cost share could be agreed to carry out repairs.	Written to RCTCBC to enquire on a joint approach. 13.7.21 RCTCBC have responded verbally indicating that they would be open to sharing the Cost. project Officer to obtain an estimate.		LS

2021/053	16.6.2021		Full Council	ORA	ORA2021/030 Consider RAN32/1 at Parc Bryn Derwyn. Recommended - Project Officer/Assistant Clerk to approach RCTCBC to resolve this obvious mistake.	Not started		LS
2021/053	16.6.2021		Full Council	ORA	Recommended - Project Officer/Assistant Clerk to approach the developer to check whether they hold any paperwork from a historical diversion order.	Not started		LS
2021/053	16.6.2021		Full Council	ORA	ORA2021/031 Consider PSM32/1 near Gellifedi Road Recommended - Project Officer/Assistant Clerk to enquire with RCTCBC whether a diversion order was ever submitted and/or processed.	Written to RCTCBC on 13.7.21 and again in August 21.		LS
2021/053	16.6.2021		Full Council	ORA	ORA2021/034 Benches along A473 to Talbot Green Recommended – That the Project Officer/Assistant Clerk proceed with the fitting of the 2 benches.	Completed	Completed	LS
2021/053	16.6.2021		Full Council	ORA	ORA2021/035 Steps in the alley between Bridgend Road and Parc Bryn Derwyn. Recommended – That the Project Officer/Assistant Clerk approaches the Land registry to discover the due process to claim ownership of the lane and steps so that the Community Council can maintain them.	Not Started		LS
2021/053	16.6.2021		Full Council	ORA	ORA2021/036 Consideration of allowing existing allotment plot-holders to swap to more desirable plots as they become available before offering to new tenants on the waiting list Recommendation – To allow existing plot-holders to go onto the waiting list to move plots. However, they must take the next available plot when it is their turn on the waiting list. If they refuse the available plot then they drop to the bottom of the waiting list. Upon taking a new plot they must immediately vacate their current plot.	Add to next years tenancy agreement alson with waiting list hierarchy	Completed	LS
2021/077	16.7.21		Full Council	CIL	1. Potential project 11/20/32 "Dolau Primary School climbing/play area for key stage 2 pupils" to be added to phase 1 of the 'CIL123 list', added to the 'Active Project list' with a status of 'Project approved and in progress' with a value of £74,000 approved for spend.	Funds transferred	Completed	LS
2021/077	16.7.21		Full Council	CIL	3. Project LCC21/12. Llanharan Primary School, outdoor classroom. To be retained in Phase 1 of the 'CIL 123 List' and marked 'Project approved and in progress' on the 'Active Project List' with a value of £15,000 approved for spend.	£15,000 spend authorised. Applicant informed of decision. Awaiting request to transfer funds.		LS
			Full council	ORA	ORA2021/045 Decorative sculptures Recommended That the artist be invited to a site meeting at Brynna Woods with members of the ORA Committee to discuss concepts and costs.	Completed	Completed	LS
			Full council	ORA	ORA2021/046 Purchase of further benches Recommended Project Officer/Assistant Clerk to order 3 new benches	Completed	Completed	LS

			Full council	ORA	ORA2021/047 Memorial Bench at Bridgend Road allotments Recommended That permission be given for a memorial bench to be erected at Bridgend Road allotments at a suitable location as indicated by the Project Officer/Assistant clerk	In progress	Completed	LS
			Full council	ORA	ORA2021/48 Security bond scheme for new allotment plot-holders Recommended That a security bond of £26 be collected from new allotment plot-holders and up to 3 months from the start of the tenancy be given to pay the bond in full.		Completed	LS
			Full council	ORA	ORA2021/049 Book-swap stations Recommended That the Project Officer/Assistant Clerk liaise with interested parties to develop a community plan showing where book swap stations could be placed, how they would be managed and what funds would be requested from the Community Council.			LS
			Full council	ORA	Recommended That the Project Officer/Assistant Clerk liaise with interested parties to obtain designs and a price for a suitable outdoor cabinet to be sighted at Mountain Hare.	Member of the public assisting with obtaining quotes.		LS
2021/094	6.10.21		Full Council	Full Council	2021/094 Minutes of the Ordinary Council meeting held 15th July 2021 RESOLVED That the minutes for the meeting of the Ordinary Council meeting by remote attendance at 7.00pm on Tuesday 15th July 2021 were a true and accurate record of proceedings subject to the following amendment: That Councillor Will Thomas be recorded as present		Completed	LS
2021/097			Full Council	Audit	That up to £2250 from the Christmas Lights Budget is spent on the purchase of the necessary lights and ancillary equipment to facilitate the new premises and locations		Completed	LS
2021/097			Full Council	Audit	That up to £2000 from Christmas Lights Budget is spent on the purchase of Christmas trees of varying heights to distribute to the listed businesses, community centres and community locations;		Completed	LS
2021/097			Full Council	Audit	That under the remit of the Financial Regulations V2.02 of this Council, LML Electrics are appointed as the contractor to oversee the installation of all the festive lighting and any necessary electrical works and that The Festive Lighting Co. Ltd be the sole supplier of any festive lighting and ancillary parts that are required for the remainder of the year 2021		Completed	LS

2021/097a			Full Council	ORA	RESOLVED (RE Decorative sculptures): That the artist be invited to a site meeting at Brynna Woods with members of the ORA Committee to discuss concepts and costs	Awaiting prices from CW		LS
			Full Council	ORA	RESOLVED That a security bond of £26 be collected from new allotment plot-holders and up to 3 months from the start of the tenancy be given to pay the bond in full.	Amend tenancy agreements - See other actions.	Completed	LS
			Full Council	ORA	RESOLVED That a working group be set up in order to carry out a feasibility study and costings on providing a pathway between approximately Terry's Way and the Black Path. Its members to be made up of the following: Cllrs Chris Parker, Helen Donnan, Geraint Hopkins, Jeff Williams. And Co-opted members of the ORA committee Mark Steer and Olle Wicks.	Awaiting progress on feasibility study process. First meeting to be arranged when more information received from RCTCBC.		LS
2021/105			Full Council	ORA	2021/105 Method of funding CIL LCC21/14 'RBL Poppy shed'. RESOLVED For Llanharan Community Council to purchase the container and arrange all ancillary works to the value of £19,500 (net) from CIL funds. The Community Council to pay and reclaim the VAT in the usual manner.	Order placed Jan 22. Awaiting delivery and invoicing		LS
2021/105			Full Council	ORA	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).			LS
2021/105			Full Council	ORA	RESOLVED Furthermore, that all negotiations with interested parties be delegated to the Officers of the Council in order to produce an appropriate agreement or agreements to be presented before Council for resolution at a later date.			LS
2021/106			Full Council	ORA	RESOLVED to increase the budget of 'Memorial Garden and Garage' (LCC19/07&21/04) by £10,981 (inclusive of VAT) as a result of works required to meet RCT Sustainable drainage (SuDS) requirements	Check final costs . Awaiting SUDS permission.	Completed	LS
2021/167	23.12.2021		Full Council		2021/167 Community asset transfer of Bryncae Community Centre RESOLVED The Clerk to seek a solicitor with relevant experience to handle the CAT on behalf of the Community Council and to return to Council with findings before engaging formally.	Howells solicitors engaged.	Completed	
2021/168	23.12.2021		Full Council		2021/168 3 Year contract with Rialtos for 'year end' assistance. RESOLVED To sign a 3 year contract with Rialtos for assistance with financial 'year end'.		Completed	LS

2021/169	23.12.2021		Full Council		2021/169 CIL funding of £400 for the installation of a Christmas tree support socket near St Peters Church, Brynna. RESOLVED To grant £400 from CIL funds for the installation of a Christmas tree support socket at St Peters Church, Brynna. To add to the CIL123 and Active project lists.	Paid and funfds transferred from PSDF	Completed	LS
2021/170	23.12.2021		Full Council		2021/170 CIL funding for replacement of lights on War Memorial RESOLVED To grant £720 from CIL funds for the replacement of lights at the War Memorial. To add to the CIL123 and Active project lists.	Paid and funfds transferred from PSDF	Completed	LS
2021/171	23.12.2021		Full Council		2021/171 Queen's Platinum Jubilee in June 2022 RESOLVED The Community Council to mark the Queens Platinum Jubilee in principle. Ideas to be put forward to Council in future meetings.		Completed	
2021/173	23.12.2021		Full Council		2021/173 Office Administrator banking administration. RESOLVED To authorise the Office Admin Assistant as a signatory to all banking accounts including online banking and the Public Sector Deposit Fund to allow her to administer the bank accounts and Fund, to initiate payments or authorise payments in accordance with the Financial Regulations.		Completed	
2021/174	23.12.2021		Full Council		2021/174 Credit cards RESOLVED To apply for a credit card for the Office Admin Assistant and to set monthly spend and transaction limits for The Clerk, Office Admin Assistant and Maintenance staff as per the recommendation		Completed	
2022/010	20.1.22		Full Council	ORA	ORA2021/067 Improvements to southern end of RAN17/5 at Enterprise Way.  RECOMMENDED The Clerk to investigate options to create access both along the ridge of the bank and up the slope of the bank. To design a scheme of works and obtain budget prices and obtain advice and permissions from relevant landowners and authorities. For the project to be added to the CIL123 list and Active project list for further investigation.	Obtaining advice on design and quotes.		LS

2022/010	20.1.22		Full Council	ORA	<p>ORA2021/068 Ground conditions on Bridleway PSM40/4</p> <p>RECOMMENDED</p> <p>With regards to the asphalt section leading immediately from Bethlehem View, the Clerk to approach the relevant landowners to enquire about their attitude to allowing improvement works to be carried out in principle. The Clerk to also check access rights, easements etc... over the land.</p>			LS
2022/010	20.1.22		Full Council	ORA	<p>ORA2021/068 Ground conditions on Bridleway PSM40/4</p> <p>RECOMMENDED</p> <p>With regards to the section of the PROW prone to flooding near the entrance to Brynna Woods, the Clerk to arrange to place a 'bund' of several tonnes of material along the southern bank of the stream to effectively increase the capacity of the stream in this area. All work to be carried out with prior permission of the landowner and in conjunction with the Wildlife Trust.</p>		Completed	LS
2022/010	20.1.22		Full Council	ORA	<p>ORA2021/069 Allotment tenancy agreements, proposed changes.</p> <p>RECOMMENDED</p> <p>Existing tenancy agreements to be used for existing plot holders for the 2022 period, with a consultation note outlining the changes to be made to the agreements for next year, explaining that the changes are already in force.</p> <p>New amended tenancies to be issued to new plot-holders provided One Voice Wales do not raise any concerns over the insertion of the clause relating to the taking of a security deposit (bond).</p>	Legality of the bond clause confirmed.	Completed	
2022/010	20.1.22		Full Council	ORA	<p>ORA2021/070 Poultry wellbeing policy, proposed changes.</p> <p>RECOMMENDED</p> <p>That the amended version of the Poultry wellbeing policy be adopted as presented with changes made to the wording to clarify that birds other than hens are permitted to be kept, but cockerels are not permitted to be kept. Changes also to be made to the wording to make it clear that on the Pendre allotment only new plot-holders need restrict the size of their flocks to 6 birds.</p>		Completed	

2022/011	20.1.22		Full Council	Audit	RESOLVED To grant Hope Rescue the sum of £2000 towards building of a Welfare facility for staff and volunteers as per the application received.		Completed	LS
2022/011	20.1.22		Full Council	Audit	RESOLVED To grant Bryncae FC the sum of £800 towards general running costs of the club as per the application received.		Completed	LS
2022/011	20.1.22		Full Council	Audit	RESOLVED That (an) amended forms and process be adopted with the following alterations: That on page 1 of the application form the text "....returned by the end of June and the end of October respectively unless otherwise indicated". Be amended to, "Returned by the end of June and the end of October respectively or they shall be submitted in the subsequent grant meeting if appropriate....."			LS
2022/011	20.1.22		Full Council	Audit	RESOLVED That the green tractor be disposed of and for the clerk to ascertain a fair market price and to return to council with a recommended sale price.	Further proposal before council on price		LS
2022/012	20.1.22		Full Council	Audit	RESOLVED That the draft budget be amended and presented for consideration by full Council resulting in the following outcomes: • A balanced budget with total expenditure set at £251,154 • A total income of £251,154. Comprising precept and 'other income' • A resultant Band D Council tax rate of £75.40 representing an increase of 16.79% or £10.84 per annum generating a precept of £243,094	Resolved and RCT informed.	Completed	LS
2021/013	20.1.22		Full Council		RESOLVED To retain the existing plan for the purchase and placement of Christmas decorations in 2022	Negotiate price and contract for submission to Council within Budget £26k		LS
2021/013	20.1.22		Full Council		RESOLVED The Clerk to gather background information and carry out a feasibility study (Christmas decorations) with a view to presenting options to council for budgeting in late 2022 in preparation for budget 2023/24 and Christmas 2023 in relation to the following areas:  New Road (A473); Lanley estate; Enterprise Way.			LS
2021/014	20.1.22		Full Council		RESOLVED To retain the existing plan for the purchase and placement of Summer plants in 2022  RESOLVED To approve the spend of up to £7500 for summer plants for 2022.	Order placed Jan 2022	Completed	LS



2021/014	20.1.22		Full Council		RESOLVED To form a working group to examine purchase and placement of summer plants with a view to presenting options to council for budgeting in late 2022 in preparation for budget 2023/24 and summer 2023.	Form working group		LS
2022/015	20.1.22		Full Council	CIL	RESOLVED To add the potential project 'Improvements to the Welfare Field Shower Block' (Already on CIL123 list) to the Active Projects list for scoping and further investigation.	Added to list - Scoping project		LS
2022/015	20.1.22		Full Council	CIL	RESOLVED To remove the noticeboards at Ynysmaerdy and Llanharry Road given their poor condition.		Completed	LS
2022/016	20.1.22		Full Council		RESOLVED To approve spend of up to £955 (plus VAT) from CIL funds to carry out survey of Memorial Garden site to identify status and details of underground drain/sewer with reference to the holding objection to the SuDS application lodged by Dwr Cymru/Welsh Water.	Surveys completed awaiting reports.	Completed	LS
2022/017	20.1.22		Full Council		RESOLVED To appoint Howells Solicitor based on the quote and terms provided (£1770+VAT) plus to allow a further spend of up to £250 for Land Registry fees.		Completed	LS
2022/018	20.1.22		Full Council		2022/018 Governance, oversight and operational management of 'The Pantry'.  RESOLVED Governance constituted to full Council with day-to-day operation delegated to Councillor Janine Turner in conjunction with the Officers.  RESOLVED The Pantry to be operated in line with the following procedures	In 1 month check that procedures are being complied with.		LS
2022/019	20.1.22		Full Council		RESOLVED A working group to be set up to examine the feasibility of setting up and running a Community café / hub. The working group to comprise a maximum of 5 members, with a recommended makeup of 3 Councillors and 2 members of the public.	Agenda item Feb 22 to determine membership.		LS

## List of Payments made between 31/12/2021 and 31/01/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/12/2021	RCT Pension Payment	BACS	-933.00	CB	Reverse Dec'21
04/01/2022	RCT Pension Payment Dec'21	BACS	933.00	CP	RCT Pension Payment Dec'21
06/01/2022	Rialtas Business Support	BACS	148.80	cp	Inv SM24685
06/01/2022	Vale Consultancy	BACS	1,440.00	CP	inv 7842
06/01/2022	RCT Pension Payment	BACS	933.00	CP	Dec pension payment
06/01/2022	Barclays Bank	DIRECT	9.40	cp	comm charges 15/11-12/12
06/01/2022	Barclays Bank	DIRECT	-0.42	cp	loyalty reward 15/11-12/12
10/01/2022	Tesco Mobile phones x 3	DD	25.00	cp	mobiles
13/01/2022	Welsh Water	BACS	125.30	CP	inv 2000355716
13/01/2022	Trustmark Print & Design	BACS	57.82	CP	inv 96587
13/01/2022	Brynna Community Centre	BACS	85.00	CP	03/11/21
13/01/2022	FareShare	BACS	195.00	CP	pantry Jan-Mar 22
13/01/2022	Public Sector Deposit Fund	trans	18,000.06		
13/01/2022	Public Sector Deposit Fund	trans	50,000.00		
24/01/2022	SSE Electric	DD	211.48	CB	INV 0002, Chapel Rd
25/01/2022	Bryncae FC Seniors	BACS	800.00	CP	Grant payment
25/01/2022	Hope Rescue	BACS	2,000.00	CP	Grant aid
27/01/2022	Salaries	BACS	3,856.50	CP	January 22 salaries
27/01/2022	Barclaycard	Jan 2022	402.05		credit card payment
31/01/2022	RCT	BACS	858.91	CP	RCT Pension Payment

<b>Total Payments</b>	<b>79,147.90</b>
-----------------------	------------------

## List of Payments made between 01/01/2022 and 31/01/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
27/01/2022	ZOOM	CREDITCARD	11.99	LS	inv 127381475
27/01/2022	Microsoft	CREDITCARD	122.40	LS	online services
27/01/2022	Amazon	CREDITCARD	23.88	LS	computer speakers & headphones
27/01/2022	ADOBE	CREDITCARD	15.17	LS	Adobe
27/01/2022	Tesco	CREDITCARD	50.00	LS	Tesco
27/01/2022	tesco	CREDITCARD	40.01	LS	diesel for van
27/01/2022	Llanharan Ser Stn	CREDITCARD	34.10	LS	diesel for van
27/01/2022	tesco	CREDITCARD	50.00	LS	diesel for van
27/01/2022	Llanharan Service Station	CREDITCARD	14.50	LS	Llanharan Community Develop Pr
27/01/2022	ICO.ORG.UK	`	40.00	LS	GDPR Fee
Total Payments			402.05		

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## Appendix 5

### Implication for CIL receipts regarding commencement of phases 3&4 of Persimmon development.

\*Pending information from RCTCBC figures are indicative only

Llanharan Community Council estimated CIL receipts RE Phases 2-4 Llanilid former OCC development						
Phase 1 216 homes	Phase 2 421 homes.	Phase 3&4 494 homes	Payment date	Financial year	Total receipts	Total cumulative receipts in financial year
£72,865.14	£0.00	£0.00	21-Apr	21/22	£72,865.14	£72,865.14
£72,865.14	£143,086.80	£0.00	21-Oct	21/22	£215,951.94	£288,817.08
£0.00	£143,086.80	£167,898.00	22-Apr	22/23	£310,984.80	£310,984.80
£0.00	£143,086.80	£167,898.00	22-Oct	22/23	£310,984.80	£621,969.60
£0.00	£143,086.80	£167,898.00	23-Apr	23/24	£310,984.80	£310,984.80
£0.00	£143,086.80	£167,898.00	23-Oct	23/24	£310,984.80	£621,969.60
£0.00	£0.00	£167,898.00	24-Apr	24/25	£167,898.00	£167,898.00
<u>Extract from CIL regulations</u>						
(7) The total amount of CIL receipts passed to a local council in accordance with paragraph (5) or						
(6) shall not exceed an amount equal to £100 per dwelling in the area of the local council multiplied						
by 1.4 in each financial year.						
At September 2021 in the Llanharan Community Council area there were 3835 dwellings for the purpose of the calculation. This means that at that point in time Llanharan Community Council would have a theoretical CIL receipt cap of £383,500 in the financial year. (This figure increases as homes are built).						
The figures in RED show points during the period when the £383,500 cap would be exceeded.						
Note: Phases 5-8 commencement date is currently unknown but is estimated to be 607 homes. It is expected that the Community Council would be in receipt of 5 installments of approximately £200,000 each. It is possible that payments from this and other developments may also need to be deferred or partially deferred in future.						

## Proposal

To request of RCTCBC that CIL receipts for phases 3&4 are partially deferred in order to ensure receipts are below the cap in each financial year.

The details of which individual payments are deferred and until when, to be delegated to the Clerk in consultation with the Chair of the Council and actual figures to be reported to the next Full council meeting.

(This decision to be based on actual figures received from RCTCBC)

## Appendix 7

### Membership of Working groups

#### Current memberships

- **Tacking Poverty Working Group (4 members)**  
Councillors Janine Turner, Chris Parker, Geraint Hopkins, Barry Stephens.
- **Bryncae Community Centre working group (3 members)**  
Councillors Roger Turner, Janine Turner, Rhys Jenkins.
- **Proposed working group Community Café'/Hub**  
Councillors Janine Turner, Rhys Jenkins, Chris Parker.
- **Llanharan Active Travel Route**  
Councillors Chris Parker, Helen Donnan, Geraint Hopkins, Jeff Williams and Co-opted members of the ORA committee Mark Steer and Olle Wicks.
- **Community Engagement Working Group (4 members)**  
Councillors Chris Parker (Chair) and Will Thomas, plus 2 Co-opted members, Andrea James and Poppy Evans  
(Proposed next meeting 22<sup>nd</sup> March 2022).
- **Summer Plants 2023 Working Group**  
(Membership tbd)

#### Proposal

It is proposed that the following working groups be dissolved:

**Tacking Poverty Working Group;**  
**Bryncae Community Centre Working Group;**  
**Proposed Community Café'/Hub Working Group;**

And their members be reconstituted into a new working group known as:  
**The Community Wellbeing Working Group**

This group's terms of reference to be:

- To provide an overall strategic direction for activities as per the 'Anti-Poverty Strategy 2021-2023.
- To scrutinise heads of terms (lease) and other matters relating to the CAT for Bryncae Community Centre.
- To examine the feasibility of a community café/hub (in line with the terms of reference contained in Appendix 12 of papers presented to full council 20/1/2022).

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## **Appendix 8**

### **Bryncae Community Centre Working Group**

In 2021 a working group was set up to complete the Community Asset Transfer (CAT) application and accompanying business plan for the CAT of Bryncae community centre.

Its membership comprised:

Cllrs Roger Turner, Janine Turner, Rhys Jenkins.

### **Proposal**

To consider expanding the terms of reference of the existing Bryncae Community Centre working group to scrutinise heads of terms (lease) and other matters relating to the CAT with recommendations presented to full council for resolution.

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Note: See below the record of delegated officer decision regarding the CAT.



**COFNOD O BENDERFYNIAD WEDI'I DDIRPRWYO GAN SWYDDOG**  
**RECORD OF DELEGATED OFFICER DECISION**

**Penderfyniad Allweddol | Key Decision**



**PWNC / SUBJECT:** RCT Together, Community Asset Transfer of Bryncae Community Centre to Llanharan Community Council.



**DIBEN YR ADRODDIAD | PURPOSE OF REPORT:**

To approve the grant of a 25 year lease of Bryncae Community Centre to Llanharan Community Council.

In accordance with the Council's Scheme of Delegation, this report has been prepared to accompany the intended officer decision of the Director of Corporate Estates and the Director of Public Health, Protection & Community Services.

**PENDERFYNIAD WEDI'I DDIRPRWYO | DELEGATED DECISION: (13/12/21)**

To approve the grant of a 25 year lease of Bryncae Community Centre to Llanharan Community Council as set out in Paragraph 3 of the accompanying officer report.

 <b>Llofnod y Prif Swyddog</b> <b>Chief Officer Signature</b>	Louise Davies <b>Enw (priflythrennau)</b> <b>Print Name</b>	24.01.22 <b>Dyddiad</b> <b>Date</b>
 <b>Llofnod y Prif Swyddog</b> <b>Chief Officer Signature</b>	Dave Powell <b>Enw (priflythrennau)</b> <b>Print Name</b>	24.01.22 <b>Dyddiad</b> <b>Date</b>

**Mae'r penderfyniad yn cael ei wneud yn unol ag Adran 15 o Ddeddf Llywodraeth Leol 2000 (Swyddogaethau'r Corff Gweithredol) ac yn y cylch gorchwyl sy wedi'i nodi yn Adran 5 o Ran 3 o Gyfansoddiad y Cyngor.**

The decision is taken in accordance with Section 15 of the Local Government Act, 2000 (Executive Functions) and in the terms set out in Section 5 of Part 3 of the Council's Constitution.



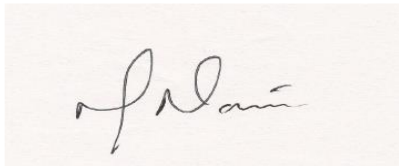
YMGYNGHORI |CONSULTATION



24.01.22

LLOFNOD YR AELOD YMGYNGHOROL O'R CABINET  
CONSULTEE CABINET MEMBER SIGNATURE

DYDDIAD / DATE



24.01.22

LLOFNOD YR AELOD YMGYNGHOROL O'R CABINET  
CONSULTEE CABINET MEMBER SIGNATURE

DYDDIAD / DATE



24.01.22

LLOFNOD YR AELOD YMGYNGHOROL O'R CABINET  
CONSULTEE CABINET MEMBER SIGNATURE

DYDDIAD / DATE



## RHEOLAU'R WEITHDREFN GALW-I-MEWN | CALL IN PROCEDURE RULES.

**A YW'R PENDERFYNIAD YN UN BRYN A HEB FOD YN DESTUN PROSES GALW-I-MEWN GAN Y PWYLLGOR TROSOLWG A CHRAFFU?:**

**IS THE DECISION DEEMED URGENT AND NOT SUBJECT TO CALL-IN BY THE OVERVIEW AND SCRUTINY COMMITTEE:**

**NAC YDY | NO ✓**

**Rheswm dros fod yn fater brys | Reason for Urgency:**

*Os yw'n cael ei ystyried yn fater brys - llofnod y Llywydd, y Dirprwy Lywydd neu Bennaeth y Gwasanaeth Cyflogedig yn cadarnhau cytundeb fod y penderfyniad arfaethedig yn rhesymol yn yr holl amgylchiadau iddo gael ei drin fel mater brys, yn unol â rheol gweithdrefn trosolwg a chraffu 17.2:*

*If deemed urgent - signature of Presiding Member or Deputy Presiding Member or Head of Paid Service confirming agreement that the proposed decision is reasonable in all the circumstances for it being treated as a matter of urgency, in accordance with the overview and scrutiny procedure rule 17.2:*

.....  
(Llywydd | Presiding Member)

.....  
(Dyddiad | Date)

**DS - Os yw hwn yn benderfyniad sy'n cael ei ail-ystyried yna does dim modd galw'r penderfyniad i mewn a bydd y penderfyniad yn dod i rym o'r dyddiad mae'r penderfyniad wedi'i lofnodi.**

**NB - If this is a reconsidered decision then the decision Cannot be Called In and the decision will take effect from the date the decision is signed.**

.....  
(Mayor)

.....  
(Dated)

**NB - If this is a reconsidered decision then the decision Cannot be Called In and the decision will take effect from the date the decision is signed.**



AT DDEFNYDD Y SWYDDFA YN UNIG | FOR CABINET OFFICE USE ONLY

**DYDDIADAU CYHOEDDI A GWEITHREDU | PUBLICATION & IMPLEMENTATION DATES**

**CYHOEDDI | PUBLICATION**

**Cyhoeddi ar Wefan y Cyngor | Publication on the Councils Website:-** \_\_\_\_31.01.2022\_\_\_\_

**DYDDIAD | DATE**

**GWEITHREDU'R PENDERFYNIAD | IMPLEMENTATION OF THE DECISION**

**Nodwch:** Fydd y penderfyniad hwn ddim yn dod i rym nac yn cael ei weithredu'n llawn nes cyn pen 3 diwrnod gwaith ar ôl ei gyhoeddi. Nod hyn yw ei alluogi i gael ei "Alw i Mewn" yn unol â Rheol 17.1, Rheolau Gweithdrefn Trosolwg a Chraffu.

**Note:** This decision will not come into force and may not be implemented until the expiry of 3 clear working days after its publication to enable it to be the subject to the Call-In Procedure in Rule 17.1 of the Overview and Scrutiny Procedure Rules.

**Yn amodol ar y drefn "Galw i Mewn", caiff y penderfyniad ei roi ar waith ar / Subject to Call implementation date will be**

\_\_\_\_04.02.2022\_\_\_\_  
**DYDDIAD / DATE**

**WEDI'I GYMERADWYO I'W GYHOEDDI: ✓ | APPROVED FOR PUBLICATION :✓**



## Rhagor o wybodaeth | Further Information

Cyfadrn   Directorate:	Public Health, Protection & Community Services
Enw'r Person Cyswllt   Contact Name:	Clair Ruddock
Swydd   Designation:	Community Development Officer, RCT Together Team
Rhif Ffôn   Telephone Number:	07786523652

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## **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

### **DELEGATED OFFICER DECISION**

**13TH DECEMBER 2021**

#### **RCT TOGETHER, COMMUNITY ASSET TRANSFER OF BRYNCAE COMMUNITY CENTRE TO LLANHARAN COMMUNITY COUNCIL**

#### **REPORT OF THE DIRECTOR OF CORPORATE ESTATES AND THE DIRECTOR OF PUBLIC HEALTH, PROTECTION & COMMUNITY SERVICES**

**Author(s):** Dave Powell - Director of Corporate Estates and Clair Ruddock, Community Development Officer, RCT Together Team

#### **1. PURPOSE OF THE REPORT**

- 1.1 To approve the grant of a 25 year lease of Bryncae Community Centre to Llanharan Community Council on terms to be agreed to the satisfaction of the Council.
- 1.2 In accordance with the Council's Scheme of Delegation, this report has been prepared to accompany the intended Officer decision of the Director of Corporate Estates and the Director of Public Health, Protection and Community Services.

#### **2. RECOMMENDATIONS**

It is recommended:

- 2.1 To endorse the grant of a 25 year lease of Bryncae Community Centre to Llanharan Community Council on terms to be agreed to the satisfaction of the Council.

#### **3. REASONS FOR RECOMMENDATIONS**

- 3.1 Two costed business plans were submitted by the following organisations for the proposed leasehold transfer of Bryncae Community Centre:-
  - **Llanharan Community Council** – key focus to sustain and expand current delivery programme at the Centre including sustaining Llanharan Community Development Project's existing sessional usage of the building. Will explore enhancing or expanding the centre in the future if desirable.



- **Llanharan Community Development Project**

**Phase 1** - focus is to change the current use of the community centre into a “Care Inspectorate Wales” registered full day nursery provision which would result in the displacement of current user groups.

**Phase 2** - plans consider securing additional venue space on the leased site to offer existing and new users space to deliver their services.

3.2 At the Strategic Community Asset Transfer Panel meeting on 9<sup>th</sup> November 2021, it was recommended to award the lease transfer to **Llanharan Community Council** based on the following reasons:

- Llanharan Community Council are considered to have a more robust financial standing to sustain the successful management of a popular and valued community asset, having access to Community Infrastructure Levy Funding and an annual precept;
- Their proposal is supported by the existing Voluntary Management Committee at Bryncae Community Centre, who have indicated that they will remain under the management of Llanharan Community Council should the lease transfer be granted. As a result, an experienced Voluntary Management Committee will be retained to support delivery of the Community Council’s vision;
- The proposal offers continuity with no current venue hirers being displaced whilst providing opportunity to increase usage and diversify provision to meet identified need (including evenings and weekends);
- Will explore expanding the centre’s physical footprint in the future if desirable and feasible.

#### **4. BACKGROUND**

4.1 The Council’s RCT Together Approach for progressing Community Asset Transfers was agreed by Cabinet at its meeting on 30<sup>th</sup> October 2014. This approach will see the Council working with communities and partner agencies to sustain delivery of services that the Council may no longer be able to deliver on its own.

4.2 Applications are considered from “not for personal profit” voluntary and community groups, social enterprises and Town and Community Councils for activities, services and facilities that benefit residents within Rhondda Cynon Taf.



- 4.3 At the Cabinet meeting on 19<sup>th</sup> May 2016, it was agreed that applications for the asset transfer could now be dealt with under the Council's Delegated Decision framework. High Level Asset Transfers will need to be reported to Cabinet if Officers and the appropriate Cabinet Member feel that this is required.
- 4.4 A review of RCT Together was undertaken and approved by Cabinet at its meeting on 21<sup>st</sup> November 2018 to ensure any future Community Asset Transfers that are progressed, align with the Council's Community Hub development programme and can deliver the Council's strategic service requirements. Each Hub will support a neighbourhood network of preventative community services and activities that will support people living in our communities to improve their independence, resilience, health and well-being.

### **Overview of Llanharan Community Council**

- 4.5 Llanharan Community Council has been in existence since 1974 comprising 14 elected and co-opted Members covering each Community Ward, representing the community, providing local views on planning, listening to and advising residents as well as providing a link with the local authority. Representative Councillors have an active interest in their communities and work in partnership with residents, local groups and collaborate with other Community Councils when necessary.
- 4.6 The Community Council adheres to the Accounts and Audit (Wales) Regulations 2014, which sets out the timetable for the preparation and approval of the annual accounts. The Annual Governance Statement is an assessment by the Council that it conducted its business in accordance with the law and proper standards, safeguarded and properly accounted for public monies.
- 4.7 The Community Council has a long history of strong and responsible financial management, employs a Responsible Financial Officer and has robust governance arrangements.

### **The Proposal**

- 4.8 Bryncae Community Centre is currently managed by a Voluntary Management Committee through its arrangement with RCT CBC's Leisure Services Department and is well used by the local community. The Voluntary Management Committee have indicated that, should Llanharan Community Council's request for a lease be successful, they would be happy to maintain their roles, reporting to the Community Council in place of RCTCBC, although this would not be the case with any other successful bidder.



- 4.9 Llanharan Community Council intend to retain the existing Voluntary Management Committee, harnessing their experience and working together to limit voids in venue usage. This would ensure consistency and continuity for the provision of community based services.
- 4.10 The Community Council aim to assure the long term security of provision of services to the local community in the area by ensuring that the Community Centre is available, maintained and operated to a high standard, working with local partners, to provide a facility for varied community services in addition to providing a secure and appropriate venue for childcare.
- 4.11 Representatives from the Community Council and the Voluntary Management Committee have committed to work with Partners and the RCT Together Team to conduct a local needs assessment to inform and expand their delivery programme to meet existing and emerging need.
- 4.12 Defined emerging need, particularly in relation to childcare, will inform future considerations for building expansion to accommodate the growing community.

#### **Review of Llanharan Community Council's Business Plan**

- 4.13. Llanharan Community Council are considered to have clear, robust governance, staffing resources and sound financial standing. The Community Council intend to manage the Bryncae Community Centre via an 'arm's length' sub-group, to which the existing voluntary management committee will report, therefore retaining existing skills and experience in relation to operational management of the venue.
- 4.14 **Clear delivery plans in place** – The Community Council intend to re-introduce/retain all classes and services (subject to Covid risk assessments and compliance with any restrictions). This will continue to meet existing community need and expansion will be considered, taking a flexible approach to meet emerging need. In particular, maximising weekend hiring of the hall to promote the centre as an accessible and valuable community asset. Results of the planned needs assessment (conducted with Partners and RCT Together Team) will inform the medium/long term delivery programme
- 4.15 The Community Council conveys a sound financial standing to maintain and expand services, demonstrating sustainability without over reliance upon external funding sources. The Community Council will carry out all works and improvements as identified in the March 2021 RCTCBC building condition survey in accordance with the following target timescales:





Year1	Year2	Year3	Year4	Year5	Year 5+	Total years 1-5
£4850	£13750			£35850	£18000	£72,450

*NB The £18,000 identified for year 5+ is to replace all lights with LED units, equating to a total of £72,450 and improving energy efficiency within the building.*

- 4.16 **Arrangements and capacity to manage the premises** - The Community Council employs a Clerk/Responsible Financial Officer, an Assistant Clerk/Project Officer and 2 maintenance staff. Together with the existing voluntary management committee, it has the professional expertise, competencies, and local knowledge to responsibly manage and enhance the Bryncae Community Centre for the benefit of the Community over the long term.
- 4.17 **Market Appraisal** - The Community Council have outlined a marketing plan with particular emphasis on increasing weekend usage and making the booking system more customer friendly. Data demonstrates that, prior to Covid, the hall was well utilised throughout the week. Currently there is additional capacity of 24 hours per week where additional income could be realised. Recent consultation has identified that there is potential demand for services that could fill this gap.
- 4.18 Given the increase in population expected over the coming years due to the Llanilid former opencast coal site housing development (and others), it is anticipated that the demand for services, to include childcare will increase. To this end the Community Council would look to potentially expand the building within its current footprint and work with partners such as Llanharan Community Development Project in order to provide additional childcare provision for the community.
- 4.19 **Financial Appraisal** - The Community Council currently collects an annual precept and is in receipt of Community Infrastructure Levy funds with further funding expected over the coming years (dependant on planned housing developments proceeding). Consequently, the Community Council conveys a sound financial standing to maintain and expand services, demonstrating sustainability without reliance upon external funding sources. Contingency funds would be supplied from the current capital reserves of circa £10k, any additional contingency can be met from CIL funding or general precept funds.
- 4.20 **Risk Assessment and Management** – The Community Council have acknowledged the following risks and have identified appropriate mitigation measures:



- The prime day time hirers of the building are Llanharan Community Development Project (LCDP), providing childcare services. LCDP have submitted a competitive Community Asset Transfer application for Bryncae Community Centre. The risk is LCDP may seek an alternative venue. This risk is currently deemed low as there are limited alternative local buildings available;
- Venue is under-utilised and projected income is impacted will be addressed by ensuring ongoing marketing and consultation is undertaken and usage reflect the needs of the community;
- Unforeseen maintenance costs will be pre-empted by monthly inspections of the facility and by ensuring adequate insurance cover is in place;
- Ongoing Covid restrictions forcing closure of the centre will be addressed by accessing relevant Covid focussed funding.

- 4.21 **Partnership Engagement** - The Community Council is committed to meeting local need and has recently carried out consultation with the local community with regards to improvements to services, the aim being to identify opportunities to expand services from within the Community Centre or introduce new services to better serve the community and to increase revenue.
- 4.22 **Outcomes** - The Community Council aims to support the long term security of service provision to the local community by ensuring that the Community Centre is available, maintained and operated to a high standard. Improved booking system arrangements will enable provision of 'real time' data to measure usage and capacity and inform the marketing plan.
- 4.23 Working together with local partners, the centre will provide a facility for leisure and recreational services and classes but also provide a secure and appropriate venue for childcare to service current and future residents. In particular, the potential expansion of the building in the future will provide the space to accommodate increased childcare provision for the growing community.
- 4.24 Securing the long term future of the venue will maintain and improve the facilities for locals which will impact on the wellbeing, fitness and health outcomes for its users. Outcomes will be measured by monitoring and working to reduce voids in the community centre timetable, aiming for a target of 100% utilisation.
- 4.25 Capital investment will be provided by the Community Council thus ensuring a valuable community asset remains so, continuing to provide



the 'as is' in terms of services at a reduced cost to RCT Council whilst securing opportunity for growth.

## **5. EQUALITY AND DIVERSITY IMPLICATIONS / SOCIO-ECONOMIC DUTY**

- 5.1 An Equality Impact Assessment screening form has been prepared for the purpose of this report. It has been found that a full report is not required at this time. The screening form can be accessed by contacting the author of the report or the Cabinet Business Officer.

## **6. WELSH LANGUAGE IMPLICATIONS**

- 6.1 Llanharan Community Council advise the service provision at Bryncae Community Centre will consider Welsh language needs as defined by the customers who use the centre. The facility will be available for use by a diverse range of Groups and individuals who may wish to deliver services via the medium of Welsh e.g. Welsh classes, Meithrin etc and usage will be considered without bias.
- 6.2 A recent survey conducted by the RCT Together Team identified that, overall, 42% of people would like more opportunities to learn, use or practice Welsh language in the community. This data will be localised and used to inform the ongoing needs assessment for consideration within the delivery programme.

## **7. CONSULTATION / INVOLVEMENT**

- 7.1 Consultation was conducted via an online survey posted in local facebook hubs with paper copies posted in the Council's notice boards. 48 responses were received, approximately 70% of which were from users of the community centre. The survey asked two key questions:-
- **What services or classes would you like to see held at the centre?** - responses summarised as predominantly requesting exercise classes and childcare facilities.
  - **Do you have any other comments or suggestions regarding the centre** – responses were varied. However, there were a number of comments alluding to providing better visibility to the public of availability of the hall and making it easier to book.
- 7.2 Llanharan Community Council will incorporate the results of this recent survey into their delivery programme. Routine consultation will be conducted to ensure community needs continue to be met in addition to evaluating the effectiveness and impact of service provision.



- 7.3 The Community Council works closely with the RCT Together Community Development Team and are part of the Neighbourhood Network for the South West Taf Ely area. Although in its infancy, this network will expand to incorporate key stakeholders within the community, providing opportunity to democratically identify and assess need, prioritise solutions and improvements and promote better informed decision making. The Community Council are committed to continuing this arrangement, strengthening a holistic approach to build community resilience and vibrancy and are contributing to the local needs assessment currently being undertaken by community partners and the RCT Together Team.

## **8. FINANCIAL IMPLICATION(S)**

- 8.1 There will be no ongoing cost implications to the Council associated with the leasehold transfer of Bryncae Community Centre. Llanharan Community Council will be responsible for all future capital and revenue costs associated with the operation of the building. This will include repair, maintenance and statutory compliance responsibilities.
- 8.2 The Community Council would request continuation of existing arrangements to ensure statutory compliance in the short term, with RCT Council overseeing the relevant testing (with a recharge back to the Community Council) to ensure knowledge and experience is gained in this field.
- 8.3 The transfer will give Llanharan Community Council the ability to fully invest in terms of refurbishment requirements, building capacity in asset management & maintenance and the generation of income.
- 8.4 The Community Council currently collects an annual precept and is in receipt of significant Community Infrastructure Levy funds. Consequently, the Community Council conveys a sound financial standing to maintain and expand services, demonstrating sustainability without over reliance on external funding sources.

## **9. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

- 9.1 The Council's property legal team completed an examination of the Council's title deed for the building (report on title). There is nothing apparent within the deed wallet restricting the proposed use.
- 9.2 Under Section 123 of the Local Government Act 1972, Councils can dispose of land and buildings provided that best consideration is achieved. An "Open Market Rent" will be charged for use of this building.



## **10. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.**

- 10.1 Llanharan Community Council's proposals align with a raft of national and local objectives and priorities thus re-enforcing the public benefit that is delivered through the project, in turn contributing to the Council's vision:

*"To be the best place in Wales to live, work and play, where people and businesses are independent, healthy, and prosperous."*

- 10.2 Executing proposals will also deliver against the three main priorities outlined within the Council's Corporate Plan "Making A Difference" 2020-2024:

- Ensuring **People**: are independent, healthy and successful;
- Creating **Places**: where people are proud to live, work and play;
- Enabling **Prosperity**: creating the opportunity for people and businesses to be innovative; be entrepreneurial; and fulfil their potential and prosper.

- 10.3 Along with 44 public bodies across Wales, the Council is subject to the statutory requirements of the Well-being of Future Generations (Wales) Act 2015, which sets a common vision for the long-term well-being of people and communities through seven national well-being goals and provides a framework for public services to work differently through five sustainable development principles. The principles include thinking about the **long-term** impact of our actions, seeking to **prevent** issues from occurring in the first place or from worsening, **involving** people and communities in decisions made that affect them, working together **collaboratively** with other organisations and **integrating** our work to understand the knock-on effects of what we do. Llanharan Community Council aim to contribute towards these well-being goals and sustainable principles by:

- Working collaboratively as part of the Neighbourhood Network in South West Taf Ely to undertake an audit of community assets and regular engagement and consultation events to ensure community partners can meet the needs of local residents and build community resilience.
- Leasing Bryncae Community Centre, will enable the Community Council to secure the long term provision of services for the community and will provide a facility for leisure, recreational, educational and social interaction purposes and will positively impact the health and well-being of users.
- Investing funding in the fabric of the Bryncae Community Centre over the next 5 years to increase the energy efficiency of the building by replacement of all lighting with lower energy and low maintenance



LED lighting. This will lead to significant reduction in energy costs and the carbon footprint of the building.

- 10.4 The Council is approaching this principle in different ways and has launched RCT Together as a means of engaging and involving residents in how services are best sustained in communities:

*“The Council’s vision is to develop a new relationship with residents that enables them to be independent and resilient and to take on greater responsibility for their local communities. This is not about the Council shifting its responsibility – it is about recognising that residents want to be more involved in what happens in their community”.*

- 10.5 The ‘RCT Together’ approach, now aligning with the Council’s developing Community Hub and Neighbourhood Network approach will further strengthen the involvement of local residents and community groups in determining the best use of its assets to enable the community to strengthen its resilience and wellbeing.

## **11. CONCLUSION**

- 11.1 Llanharan Community Council’s proposal offers a more viable and sustainable opportunity to retain and improve a valued community asset to meet the identified needs of the local community and beyond. It will enable the Community Council to retain the skills and experience of the existing voluntary management committee whilst exploring opportunities to expand the current delivery programme. This recommendation will ensure no displacement of current user groups.
- 11.2 The benefits of transferring an asset to a Community Group on a long term leasehold transfer are substantial and varied, unlocking community enterprise, encouraging volunteer commitment, helping utilise local intelligence and allowing the organisation to attract the necessary capital investment to create a thriving community facility.
- 11.3 A lease transfer will increase the sense of ownership, enabling local people to protect a valuable asset, empowering the community to design and deliver services to meet local need.
- 11.4 The Council encourages both Llanharan Community Council and Llanharan Community Development Project to continue to work together to explore the opportunity to extend the current building to be able to accommodate the anticipated demand in extra childcare provision needed as further housing is developed in the area over the coming years.



- 11.5 The recommendation is therefore to approve the grant of a 25 year lease to Llanharan Community Council as the preferred tenant for managing this much valued community asset.

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**LOCAL GOVERNMENT ACT 1972**

**AS AMENDED BY**

**THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**DELEGATED OFFICER DECISION**

**13<sup>TH</sup> DECEMBER 2021**

**REPORT TO ACCOMPANY A DECISION OF THE DIRECTOR OF  
CORPORATE ESTATES AND THE DIRECTOR OF PUBLIC HEALTH,  
PROTECTION AND COMMUNITY SERVICES**

**RCT TOGETHER, COMMUNITY ASSET TRANSFER OF BRYNCAE  
COMMUNITY CENTRE TO LLANHARAN COMMUNITY COUNCIL**

**Background Papers:**

- Cabinet – 30<sup>th</sup> October 2014;
- Cabinet - 19<sup>th</sup> May 2016;
- RCT Together – Review of the Community Asset Transfer Process;  
Cabinet – 21<sup>st</sup> November 2018.

**Officer to contact:**

Clair Ruddock, Community Development Officer



## **Appendix 9**

### **Working group – Feasibility and operational aspects of setting up community café/hub**

See previous minute no 2022/19

#### **RESOLVED**

A working group to be set up to examine the feasibility of setting up and running a Community café / hub. The working group to comprise a maximum of 5 members, with a recommended makeup of 3 Councillors and 2 members of the public.

#### **Proposal**

(Notwithstanding agenda item 13 of this meeting (Appendix 7) to rationalise working groups).

To decide upon the members of the working group

Councillors (3). Janine Turner, Rhys Jenkins, Chris Parker.

Members of public: Neil McAndrew + 1 other.

Note: If agenda item 13 of this meeting was resolved, suggest that Neil McAndrew is invited to those meetings of the 'Community Wellbeing Working Group' where the Community Café/Hub is an agenda item.

Other members of the public to be invited on an ad-hoc basis as and when required.

## **Appendix 10**

### **Celebrating the Queen's Platinum Jubilee**

The following suggestions have been received for consideration:

- Main event – lighting beacon(s) at 9.45pm on the 2<sup>nd</sup> June. Cost £490.00 plus VAT per beacon. Number of beacons and locations to be decided. Entertainment with bugler and choir, ideally at all sites. TBD.
- Brynna Methodist Chapel and St. Peters Church are planning to hold an afternoon tea event on the 3<sup>rd</sup> June. Tickets will be sold for entry and any profit made will be donated to charity. The event could be held in the church, community centre or on the field. Could also have stalls and/or entertainment. Attendance numbers are unpredictable. They are not sure yet in what area they would like our assistance.
- The Community Council to organise an afternoon tea dance in the rugby club. Ticket entry, therefore, potentially self-funding. 50's themed event, dress and music with a band/singer. Catering to be provided by external company such as LCDP.
- Street parties – Community Council to provide nominal cost towards things like bunting and facilitate where practical. Advertise for those organising street parties to contact us with estimated numbers of those attending.
- It is school half term that week. During half term, in conjunction with LCDP, run craft activities e.g. Flag making, treasure hunts etc...
- Mementos – provide each participating family with a tree to plant in their garden or other space. Giving commemorative mugs is another suggestion
- Ynysmaerdy are thinking of organizing a street party and would welcome support for this. They will also consider an event around lighting a beacon. Sharon Griffiths will inform us when a final decision has been made.

#### **Other events happening that we know about:**

Llanharan OAP event on the 6<sup>th</sup> June.

Llanharan School are also doing something when they return on the 6<sup>th</sup>.

Street party at Southall Street.

Street party in Lonydd Glas.

**Proposals:**

1. That the Community Council set aside a budget of up to £2496 to be taken from unspent 'Community Functions' budget.

2021/22 Budget = £12,870.     Current projected year end spend = £10,374

Available within budget = £2496

2. That the Community Council support arrangements relating to the suggestions shown above.
3. That the Community Council delegate decisions on the detail of the arrangements to the Clerk of the Council in consultation with the Chair of the Council. Reporting to Council on progress in due course.

## Appendix 11

### **Placement of further defibrillators in the community.**

Council had previously resolved the following:

#### **(Minute 2021/048) RESOLVED**

*The Clerk to carry out a project to identify suitable locations for further defibrillators and associated equipment.*

Advice on the optimum distance for the placement of defibrillators varies. However, the goal is to get the defibrillator to the victim's side in less than 3 minutes. This means that the defibrillator should ideally be stored within 1½ minutes of the victim. Based on the average person walking briskly this equates to between 150 and 200 metres assuming a direct line of travel and no significant obstacles or diversions of route.

However, this must be balanced against the population density of an area, accessibility, practicality and cost.

It may also be advisable to ensure defibrillators are available at higher risk locations such as places where exercise is routinely carried out. eg sports venues and community centres.

For the purposes of this exercise, drawings show a 500 metre radius around each defibrillator.

Current defibrillator locations (to which the Community Council acts as Guardian and maintains) are shown on the following diagrams together with their 500 metre radius coverage. (For the purposes of the meeting the Clerk will refer to the live google map).

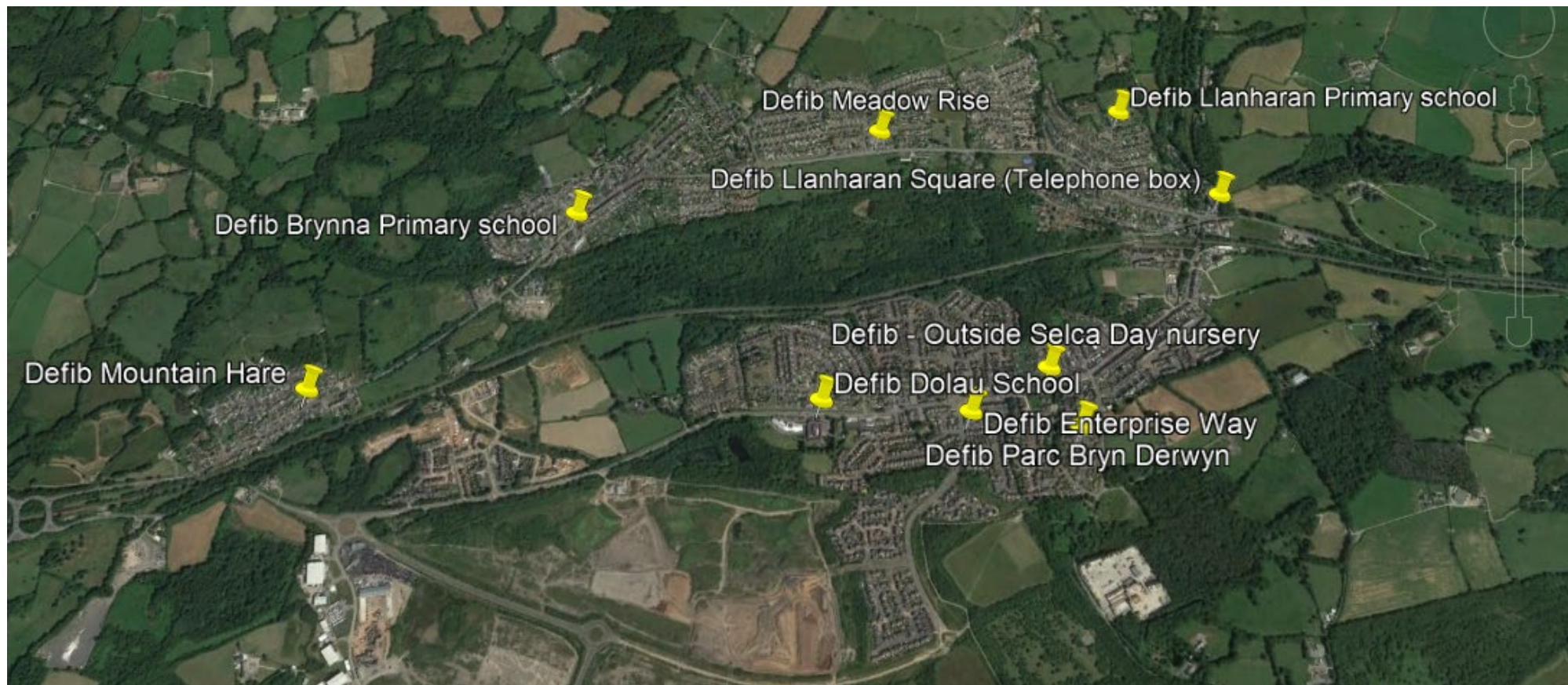
DRAFT

## Overview of Current Llanharan Community Council defibrillators



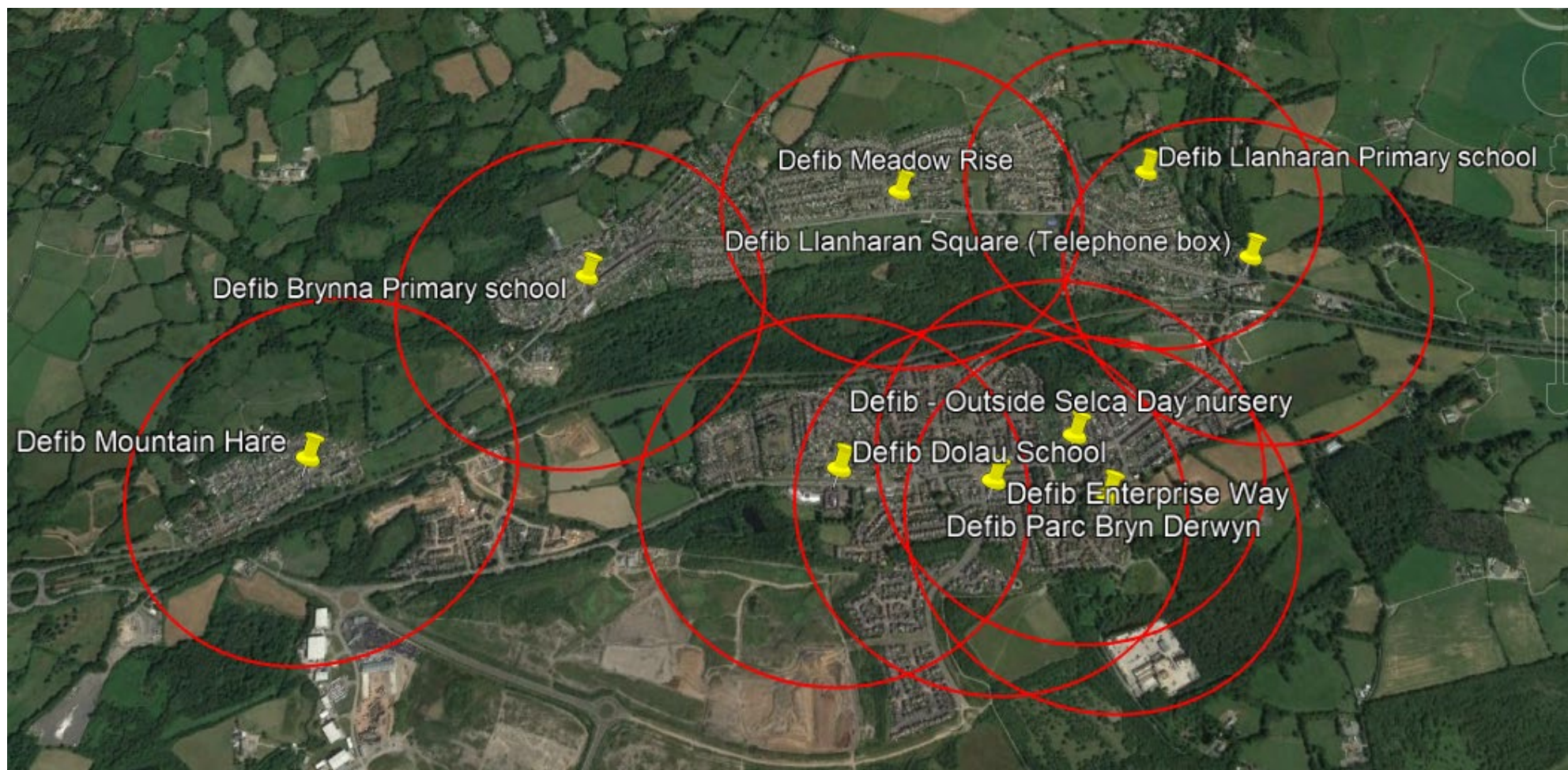


Overview of Current Llanharan Community Council defibrillators – Llanharan /Brynna only





Overview of Current Llanharan Community Council defibrillators – Llanharan /Brynna only with 500m radius'





### Proposed defibrillator locations

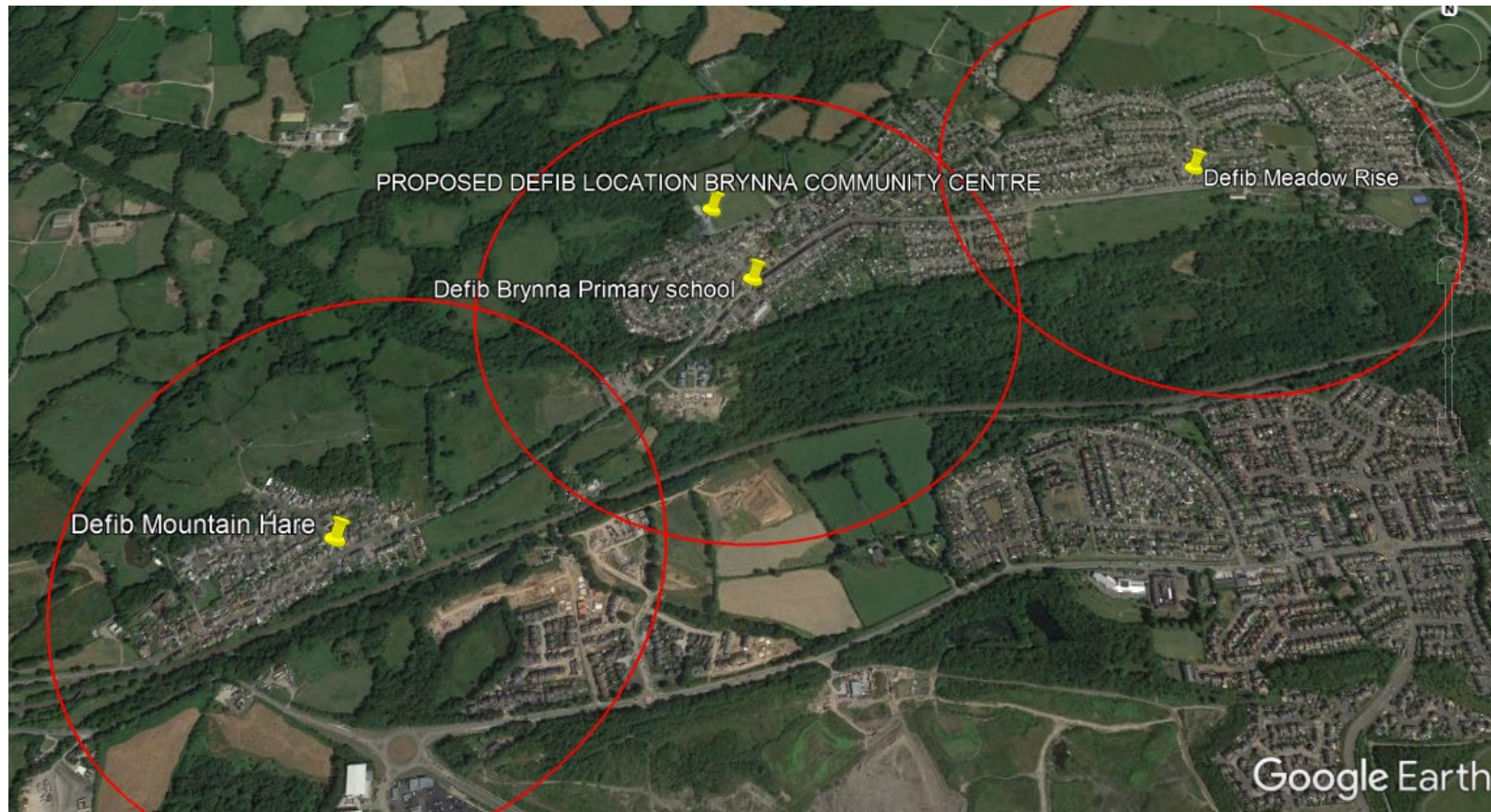


The proposed new locations are:

- Brynna Community Centre
- Bryncae Community Centre
- New road
- L'Oreal layby

It is proposed that all defibrillators would be mounted externally in an accessible and visible location in the same style of cabinets that the current defibrillators are housed in. The Community council would register as guardians for any new defibrillators and carry out the appropriate inspections and replacement of consumables etc...

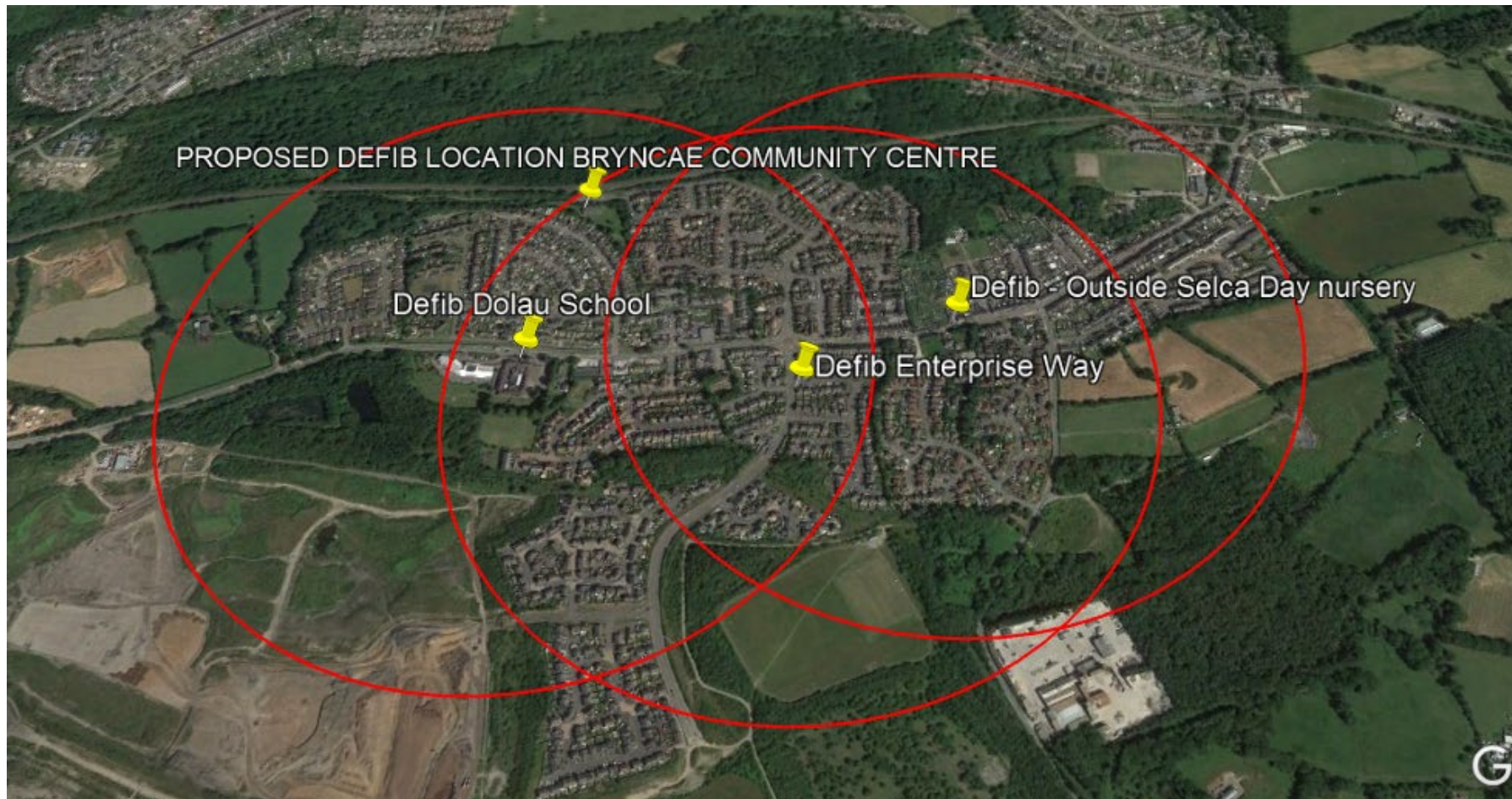
## Brynna Community Centre



- The existing defibrillator at Brynnau school is 180m from the proposed unit as the crow flies.
- Brynna community centre is a venue for exercise classes and is close to a 3G pitch and 2 football pitches and so could be considered a higher risk location.



## Bryncae Community Centre



- The existing defibrillator at Dolau School is 280m from the proposed unit as the crow flies.
- The existing defibrillator at Enterprise Way is 450m from the proposed unit as the crow flies.
- Bryncae community centre is a venue for exercise classes and so could be considered a higher risk location.



New Road (Diagram also shows approximate locations of Persimmon future housing developments)



- Currently there is no defibrillator at the Western end of Bryncae. Then proposed location would be in a prominent place and provide some immediate cover to Phases 1, 3 & 4 and 5 to 8 of the Llanilid Persimmon developments.

Note that phase 1 is already partially built and is populated and construction of phase 3&4 commences on 16<sup>th</sup> February 2022.

- Locating further defibrillators (including cover for phase 2 of the development which is currently under construction) could be considered in future once the estate roads are in place. Alternatively, the location of this proposed defibrillator could be paused and the detailed plans for the opencast development phases scrutinised in more detail to provide a 'future plan' for this end of the village.

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### L'Oreal layby



- To provide coverage to the Lanley estate and the surrounding area (There are no public access defibs nearby).
- In a prominent location easily visible.

Other possible locations not considered here due to their close proximity to existing units but which could be considered higher risk locations:

Llanharan OAP hall

160m as the crow flies, or 210m walking distance to the Selca day nursery defibrillator.

140m as the crow flies, or 430m walking distance to the Parc Bryn Derwyn defibrillator (This defibrillator cannot be moved)

Brynna OAP hall

220m to the Brynnau school defibrillator.

**Other known defibrillators in the community.**

Llanharan RFC  
The Welfare ground.

Given that both of these venues could be considered higher risk locations, and the defibrillators are not thought to be accessible by the public when the venues are closed. Proposal to enquire whether either or both of these organisations would be prepared to allow the Community Council to mount the defibrillators externally nearby and/or take on guardianship.

**Costs**

Approx £1,400 per defib and cabinet set. Grant funds may be available to offset some cost.



## Appendix 12

### Sale parameters of Green Tractor



Subject to resolution by full council a recommendation has been made by the audit Committee to dispose of the Green tractor.

The vehicle is in reasonable condition with circa 140,000 hours on the clock.

An internet search of similar machines has been undertaken however given the number of machines for sale with a similar specification and number of attachments it is difficult to place a value on our machine.



Enquiries have been made with the local John Deer dealership as to a fair valuation of the machine with a response pending.

The Clerk requests that in order to advertise the machine and pending advice from John Deer that the Council either:

- a) Delegates full authority to the Clerk to obtain the best possible price for the machine without setting a minimum value.
- b) Sets a minimum value of £3000. If this price cannot be achieved following a reasonable period following advertising, then the Clerk to return to Council with a further recommendation.

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## Appendix 13

### Replacement of damaged picnic bench at Oakbrook park

#### Wheelchair Access Picnic Table - Standard

As Low As **£450.00**

- High quality picnic tables, customized to provide space for wheelchair users
- Provides seating for all
- Spacious, can comfortably accommodate most wheelchairs
- Made from 100% locally sourced recycled plastic
- Strong, durable and wear resistant
- Does not splinter and is resistant to insects & bacteria
- Completely maintenance free
- Will not break, even in extremely hot or cold conditions
- Parasol holes available upon request
- **Free Delivery to all UK Mainland addresses**



## Standard Picnic Table

As Low As **£340.00**

- Made from 100% locally sourced recycled plastic
- Will not rot
- Strong, durable and wear resistant
- Does not splint or splinter & resistant to insects & bacteria
- Completely maintenance free
- Parasol holes available as standard
- Water-repellent parasols and bases to provide shade and cover are available to purchase separately - [Wooden Garden Parasol](#)



Plus fitting cost (tbd).

Project could be funded from CIL funds.

## Appendix 14

### Planning applications 16.12.21-20.1.22

Info only.

Fy Nghyf/My Ref:  
21/1664/13

EichCyf/Your Ref:

Dyddiad/Date: 21/12/2021

Gofynnwch am/Please ask for: James Emery  
01443 281130

DATBLYGIAD Outline permission for proposed energy centre and  
ARFAETHEDIG/PROPOSAL: associated plant.  
LLEOLIAD/LOCATION : NATIONAL BLOOD TRANSFUSION SERVICE,  
GWAUN ELAI INDUSTRIAL ESTATE,  
LLANTRISANT, PONTYCLUN, CF72 9WB  
CYF GRID/GRID REF: 303431, 183761



Fy Nghyf/My Ref:  
21/1673/10

EichCyf/Your Ref:

Dyddiad/Date: 21/12/2021

Gofynnwch am/Please ask for: Amy Marshall  
01443 281130

DATBLYGIAD Single storey annexe for pool house and sauna.  
ARFAETHEDIG/PROPOSAL:  
LLEOLIAD/LOCATION : FARMHOUSE, GARTH ISAF FARM, ROAD TO  
GARTH ISAF FARM, LLANHARAN, PONTYCLUN,  
CF72 9NH  
CYF GRID/GRID REF: 302367, 182917

Fy Nghyf/My Ref:  
21/1574/10

EichCyf/Your Ref:

Dyddiad/Date: 22/12/2021

Gofynnwch am/Please ask for: Giles Howard  
01443 281130

**DATBLYGIAD** Proposed development of Class B2 and/or Class B8  
**ARFAETHEDIG/PROPOSAL:** units, access, car parking, landscaping and  
associated works.  
**LLEOLIAD/LOCATION :** PLOT F, FELINDRE MEADOWS, PENCOED  
TECHNOLOGY PARK, LLANHARAN, BRIDGEND  
**CYF GRID/GRID REF:** 297284.73, 180859.92

DRAFT

Fy Nghyf/My Ref:  
22/0016/10

EichCyf/Your Ref:

Dyddiad/Date: 11/01/2022

Gofynnwch am/Please ask for: Amy Marshall  
01443 281130

**DATBLYGIAD** Rear single storey extension (Re-submission of  
**ARFAETHEDIG/PROPOSAL:** 21/1152/10).  
**LLEOLIAD/LOCATION :** 19 TAN-Y-BRYN, BRYNNA, PONTYCLUN, CF72  
9QR  
**CYF GRID/GRID REF:** 298847, 183488

Fy Nghyf/My Ref:  
21/1698/10

EichCyf/Your Ref:

Dyddiad/Date: 14/01/2022

Gofynnwch am/Please ask for: Amy Marshall  
01443 281130

**DATBLYGIAD** Single story extension to rear of property.  
**ARFAETHEDIG/PROPOSAL:**  
**LLEOLIAD/LOCATION :** 2 WYNDHAM STREET, LLANHARAN,  
PONTYCLUN, CF72 9RY  
**CYF GRID/GRID REF:** 299076, 182677

DRAFT

Fy Nghyf/My Ref:  
22/0033/10

EichCyf/Your Ref:

Dyddiad/Date: 14/01/2022

Gofynnwch am/Please ask for: Laura Heron  
01443 281130

**DATBLYGIAD** Rear double storey extension.  
**ARFAETHEDIG/PROPOSAL:**  
**LLEOLIAD/LOCATION :** 24 ST ILID'S MEADOW, LLANHARAN,  
PONTYCLUN, CF72 9FX  
**CYF GRID/GRID REF:** 299295, 182100

Fy Nghyf/My Ref:  
22/0060/10

EichCyf/Your Ref:

Dyddiad/Date: 18/01/2022

Gofynnwch am/Please ask for: Laura Heron  
01443 281130

DATBLYGIAD

Single storey side and rear extension.

ARFAETHEDIG/PROPOSAL:

LLEOLIAD/LOCATION :

24 Ffordd y Gwaith Glo, Llanharan,  
Pontyclun, CF72 9WW

CYF GRID/GRID REF: 299407.79, 182666.26

DRAFT

## Appendix 15

### Planning applications submitted since the last meeting.

Fy Nghyf/My Ref:  
22/0058/38

EichCyf/Your Ref:

Dyddiad/Date: 21/01/2022

Gofynnwch am/Please ask for: Gareth Davies  
01443 281128

**DATBLYGIAD**

**ARFAETHEDIG/PROPOSAL:**

Discharge the prior to Commencement Conditions for VCD's proposals. The Conditions relate to 3 foul drainage, 7 contamination, 14 parking, 15 construction method statement and 17 wildlife protection plan.

**LLEOLIAD/LOCATION :**

PLOT 5, LAND AT FORMER COED ELY COLLIERY, OFF THE A4119, ELY VALLEY ROAD, COED-ELY, TONYREFAIL

**CYF GRID/GRID REF:** 301654.65, 186530.84

DRAFT

Fy Nghyf/My Ref:  
22/0077/19

EichCyf/Your Ref:

Dyddiad/Date: 25/01/2022

Gofynnwch am/Please ask for: Laura Heron  
01443 281130

**DATBLYGIAD**

**ARFAETHEDIG/PROPOSAL:**

Tree works subject to a TPO and in a Conservation area, Fell 11m Beech tree, pollard 2 Sycamore trees to 4m, reduce lower overhanging branches to neighbouring garden on a 4m Cedar and reshape and restrict growth on 251 Oak, 252 Birch, 253 Oak and 254 Ash tree.

**LLEOLIAD/LOCATION :**

GROVE COTTAGE, MILL LANE, LLANHARAN, PONTYCLUN, CF72 9PB

**CYF GRID/GRID REF:** 300232, 183348



Fy Nghyf/My Ref:  
22/0042/10

EichCyf/Your Ref:

Dyddiad/Date: 27/01/2022

Gofynnwch am/Please ask for: Amy Marshall  
01443 281130

**DATBLYGIAD** Single storey side extension.  
**ARFAETHEDIG/PROPOSAL:**  
**LLEOLIAD/LOCATION :** 7 BRYN HENLLAN, BRYNNA, PONTYCLUN, CF72  
9SG  
**CYF GRID/GRID REF:** 298443, 183088

Fy Nghyf/My Ref:  
22/0073/10

EichCyf/Your Ref:

Dyddiad/Date: 31/01/2022

Gofynnwch am/Please ask for: Laura Heron  
01443 281130

**DATBLYGIAD** Single storey extension.  
**ARFAETHEDIG/PROPOSAL:**  
**LLEOLIAD/LOCATION :** 58 HILLCREST, BRYNNA, PONTYCLUN, CF72  
9SL  
**CYF GRID/GRID REF:** 299090, 183415

Fy Nghyf/My Ref:  
22/0025/10

EichCyf/Your Ref:

Dyddiad/Date: 07/02/2022

Gofynnwch am/Please ask for: Amy Marshall  
01443 281130

**DATBLYGIAD** The proposed works consists of a single storey rear  
**ARFAETHEDIG/PROPOSAL:** extension and works to rear garden to create  
decked area and raised patio.  
**LLEOLIAD/LOCATION :** 27 Ffordd-y-dolau, LLANHARAN,  
PONTYCLUN, CF72 9ZD  
**CYF GRID/GRID REF:** 299605, 182510

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

Fy Nghyf/My Ref:  
22/0173/10

EichCyf/Your Ref:

Dyddiad/Date: 16/02/2022

Gofynnwch am/Please ask for: Amy Marshall  
01443 281130

**DATBLYGIAD**

Porch extension to front elevation.

**ARFAETHEDIG/PROPOSAL:**

**LLEOLIAD/LOCATION :** 8 BLUEBELL DRIVE, LLANHARAN, PONTYCLUN,  
CF72 9UN

**CYF GRID/GRID REF:** 299617, 182783

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

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

**Annwyl Sir/Madam**

**Dear Sir/Madam**

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

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

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

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

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

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

Yr eiddoch yn gywir / Yours faithfully,



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