



**CYNGOR
CYMUNED
LLANTRISANT
COMMUNITY
COUNCIL**

Parish Office
Newbridge Road
Llantrisant
RCT
CF72 8EX

Swyddfa'r Plwyf
Heol Pontnewydd
Llantrisant
RCT
CF72 8EX

Gofalu am y Gymuned
Caring for the Community
**Beddau
Llantrisant
Talbot Green
Tynant**

Siarter o Gyfeillgarwch
Charter of Friendship
Crécy-en-Ponthieu



01443 223796



www.llantrisant-cc.gov.wales



office@llantrisant-cc.gov.wales

Wednesday 8th June 2022

COUNCIL SUMMONS

TO: ALL MEMBERS OF LLANTRISANT COMMUNITY COUNCIL

YOU ARE SUMMONED to a **MEETING** of **LLANTRISANT COMMUNITY COUNCIL** to be held on Tuesday 14th June 2022 at 6.30pm at Caerlan Hall, Newbridge Road, Llantrisant.

The Agenda for the meeting is attached.

The meeting will be accessible by remote attendance pursuant to the Local Government and Elections (Wales) Act 2021.

Should you choose to attend online, you may connect to the meeting through Zoom with this link:

<https://us06web.zoom.us/j/87077864997?pwd=SEttYINCbUlVZkrR2d0aIjhsaHJyZz09>

Meeting ID: 870 7786 4997

Passcode: LCC

I should be grateful if you would confirm your attendance.

Yours faithfully,

MR. G. E. HOPKINS J.P.

CLERK

LLANTRISANT COMMUNITY COUNCIL

A MEETING OF LLANTRISANT COMMUNITY COUNCIL

TO BE HELD ON TUESDAY 14TH JUNE 2022 AT 6.30PM AT CAERLAN HALL

AGENDA

Item		Page
1.	Apologies for absence To receive any apologies of absence from Members.	
2.	Declarations of Interest To receive disclosures of personal interests from Members in accordance with the Code of Conduct.	
3.	Public Representations to the Council To receive any representations from members of the public at the discretion of the Chair.	
4.	Minutes of the Previous Meeting To approve as a true record the minutes of the following meetings :- - Annual Meeting of Council held on 17 th May 2022	3 to 9
5.	Financial Matters (i) To receive and approve the accounts for payment for June 2022;	To follow
6.	Update on the Queen's Platinum Jubilee Weekend 2022 To reflect on the Council's contribution to community celebrations of Her Majesty the Queen's Platinum Jubilee.	
7.	Planning and Development Control To consider any planning applications and development control matters which have arisen since the previous meeting.	10
8.	Correspondence To receive any correspondence to the Council.	
9.	Urgent Items To consider any matters which the Chair has determined reasonably to be urgent.	

MR. G. E. HOPKINS J.P. (CLERK)

LLANTRISANT COMMUNITY COUNCIL

MINUTES

OF THE MEETING OF THE ANNUAL MEETING OF LLANTRISANT COMMUNITY COUNCIL HELD ON TUESDAY 17TH MAY 2022 AT 6.30PM AT CAERLAN HALL

Present

Cllr Julie Barton

Cllr David Brown

Cllr Anne Callow

Cllr Glynne Holmes

Cllr Ron Hunt

Cllr Dr Catherine Preston

Cllr Adam Robinson

Cllr Carys Romney

Cllr Paul Thomas

Cllr Ellie Townsend Jones

In Attendance

Mr Geraint Hopkins JP, Clerk to the Council

Mrs Alison Jenkins, Responsible Finance Officer and Deputy Clerk

FC/22-23/01 Election of Chair of the Council for 2022/2023

Cllr Mal Davies was duly elected to serve as Chair of the Council for the Municipal Year 2022/2023. IN Cllr Davies absence it was **agreed** that Cllr Barton would continue to Chair the meeting.

FC/22-23/02 Election of Vice Chair of the Council for 2022/2023

Cllr Julie Barton was duly elected to serve as Vice Chair of the Council for the Municipal Year 2022/2023.

FC/22-23/03 Apologies for Absence

Apologies for absence were received from Cllrs Mal Davies and David Nicholas.

FC/22-23/04 Declarations of Interest

No declarations of interest were made.

FC/22-23/05 Co-option of Members

There being two vacancies on the Council arising from the local government elections held on 5th May 2022, one each in the electoral divisions of Llantrisant Town and Talbot Green, and such vacancies being duly advertised by public notice by the Proper Office; and five persons having made application for co-option by the deadline given; and the Council having considered those applications;

It was therefore **agreed** to co-opt the following persons to serve as Members of Llantrisant Community Council for the remainder of the term of the Council:

Ms Lynne Murdoch for Llantrisant Town; and

Mr David Myles for Talbot Green.

FC/22-23/06 Standing Committees of the Council

In accordance with the report of the Clerk, the following Standing Committees were established for the Municipal Year 2022/2023, and the respective appointments of members thereto agreed:

<u>Standing Committee</u>	<u>Members</u>	
Finance and General Purposes	Cllr Ron Hunt (Chair) Cllr Adam Robinson (Vice) Cllr Mal Davies Cllr Julie Barton	Cllr Dr Catherine Preston Cllr Ellie Townsend Jones Cllr David Nicholas Cllr Carys Romney
Assets and Operations	Cllr Adam Robinson (Chair) Cllr David Brown (Vice) Cllr Mal Davies Cllr Julie Barton	Cllr Glynne Holmes Cllr David Nicholas Cllr Ellie Townsend Jones Cllr David Myles
Staffing	Cllr David Nicholas (Chair) Cllr Mal Davies (Vice) Cllr Julie Barton	Cllr Glynne Holmes Cllr Dave Brown Cllr Anne Callow
Events and Public Engagement	Cllr Julie Barton (Chair) Cllr Anne Callow (Vice) Cllr Mal Davies Cllr Dr Catherine Preston	Cllr Adam Robinson Cllr Ellie Townsend Jones Cllr Lynne Murdoch Cllr Carys Romney
Appeals	Cllr Adam Robinson (Chair) Cllr Dr Catherine Preston	Cllr Ellie Townsend Jones

FC/22-23/07 Appointments to Outside Bodies

The Report of the Clerk provided a list of the outside bodies to which the Council is entitled to make appointments, and it was **agreed** that the following be made:

<u>Outside Bodies</u>	<u>Member(s) Representative</u>
SCHOOLS Llantrisant Primary (1) Llwyncrwn Primary (1) YGG Castellau (1) Gwaunmeisgyn Primary (1) Penygawsi Primary (1) Tonysguboriau Primary (1)	Cllr Adam Robinson until 13/10/2024 Cllr Mal Davies until 02/09/2024 Cllr David Nicholas Mr Sam Trask JP Cllr David Brown Cllr Anne Callow
Beddau and Tynant Community Library (2)	Cllr Mal Davies Co-opted member or Cllr Anne Callow
RCT CBC Community Liaison Committee (1)	Cllr Mal Davies
One Voice Wales (2)	Cllr David Nicholas One Vacancy
Llantrisant Town Trust (3)	Cllr Ron Hunt Cllr Ellie Townsend Jones Cllr Glynne Holmes
Llantrisant Guildhall CIO (1)	Cllr David Nicholas
CF72 RCT Neighbourhood Network (1)	Cllr Adam Robinson
Llantrisant Business Forum	All four Llantrisant Town Councillors

FC/22-23/08 **Review of Standing Orders and Financial Regulations**

(i) The Standing Orders of the Council were **noted** and it was further **noted** that Community Councils were awaiting the outcome of work by One Voice Wales and NALC to update them in line with new legislation.

(ii) The Financial Regulations of the Council were **noted** and further to a request from the Clerk, the following amendment to paragraph 6.20 was made:

In Paragraph 6.20, replace the words, "*Clerk and RFO*" and insert, "*Clerk, RFO and with the agreement of the Clerk, the General Maintenance Manager.*"

so that Paragraph 6.20 would subsequently read as follows:

"Any corporate credit card or trade card account opened by the Council will be specifically restricted to use by the Clerk, RFO and with the agreement of the Clerk, the General Maintenance Manager; and shall be subject to automatic payment in full at each month-end. Personal credit and debit cards of members of staff shall not be used under any circumstances."

FC/22-23/09 **Finance Matters**

(i) The Report of the Clerk was noted and the following banking arrangements were **agreed**:

The Council current account would continue to be with Unity Trust. All Councillors could be registered signatories and all Councillors have the option and were encouraged to register for internet banking. The staff had access the internet banking but could not authorise payments and were not signatories.

Council reserves would continue to be held with CCLA Public Sector Deposit Account and Unity Trust Reserve account.

Both the Clerk and the RFO would continue to hold a Council Barclaycard Credit Card with a combined credit limit of £3,000. The issuing of a third credit card to the General Maintenance Manager agreed in Minute FC/22-23/07 above did not extend the overall credit limit above £3,000.

£150 petty cash would continue to be held in the office safe.

(ii) The contracts and leases of the Council as scheduled in the Report of the Clerk were duly **noted**.

(iii) The Asset Register, having been laid before the Council in the Report of the Clerk, was duly **noted**.

FC/22-23/10 **Annual Report 2021/2022**

The draft Annual Report of the Council for the Municipal Year 2021/2022 was **approved** for translation and publication.

FC/22-23/11 Annual Return 2021/2022

The Annual Return for 2021/2022 was **agreed** upon which it was signed by the Chair.

FC/22-23/12 Annual Governance Statement

The Annual Governance Statements for 2021/2022 were **agreed**, upon which it was signed by the Chair.

FC/22-23/13 Internal Audit Report 2021/2022

The end-of-year Report of the Internal Auditor for the financial year 2021/2022 was **noted**.

FC/22-23/14 Appointment of the Internal Auditor for 2022/2023

It was **agreed** to appoint Audit Solutions as Internal Auditor for the financial year 2022/2023.

FC/22-23/15 Financial and Business Risk Assessments

The Financial and Business Risk Assessments contained in the Report of the Clerk were **approved**.

FC/22-23/16 Calendar of Meetings

The Calendar of Meetings of the Council and its Standing Committees for the Municipal Year 2022/2023 was **noted**.

19.26pm The business of the Annual Meeting having been concluded, there followed a short recess before the commencement of Ordinary Business, which was as follows:

19.35pm

FC/22-23/17 Minutes of the Previous Meeting

The Minutes of the Council Meeting held on Tuesday 12th April 2022 were **approved** as a correct record. Members were pleased to hear that the RCT Explorer Scouts wished to complete a river clean to commemorate the work of PC Mike Perry and requested information as to when the event takes place so representatives of the Community Council can attend.

FC/22-23/18 Financial Matters

- (i) It was **agreed to approve** the following Accounts for Payment for May 2022, and for Cllrs Julie Barton and Adam Robinson to authorise the payments online:

				VAT
Plusnet	Broadband/Landline	£	23.67	s
Function28	Web and email Provision	£	54.00	z
Barclaycard	uniform, camera, hose, stickers	£	1,784.89	-
Tesco Mobile	Mobile Contracts x 3	£	25.70	z
Auditing Solutions	internal audit (correction to invoices)	£	252.00	s

Viking Direct	copier paper, tabs	£	67.06	s
HMRC	NI and Tax (April)	£	1,645.11	z
Wages	Pay (April)	£	4,876.22	z
Pensions	Pensions (April)	£	1,371.72	z
Plusnet	Broadband/Phoneline - Llys y Cwm	£	28.73	s
RCTCBC	Rates - Llys y Cwm	£	177.00	-
RCTCBC	Rates - Caerlan	£	482.00	-
SSE	Gas - Caerlan Qtr 1	£	130.26	f
SSE	Gas- Llys y Cwm April	£	88.60	f
SSE	Electric Llys y Cwm	£	235.17	f
SSE	Electric Caerlan	£	59.75	f
Egan Waste	Skips:Brynteg, Penycoedcae, Tynant	£	846.00	s
SSE	Electric Brynteg	£	45.49	f
PJ Saunders	Rent- Beeches	£	633.00	s
Plusnet	Broadband - beeches	£	38.32	s
Country Timbers	Bollards	£	218.40	s
Trade UK	Screwfix Account	£	38.54	s
Leekes	water connectors	£	8.47	s
Land of the Blacksmith	Beacon final	£	625.00	z
APW	Wood for Beacon	£	252.00	s
UK Fuels	Diesel	£	100.62	s
MRS Training	Working Safely at Heights Training	£	228.00	s
Best Workwear	trousers and shorts	£	97.83	s
TOTAL		£	14,433.55	

(ii) It was further **agreed** to note the income and expenditure accounts for April 2022.

FC/22-23/19 Planning and Development Control

The following planning applications received by Rhondda Cynon Taf County Borough Council since the previous meeting were **noted**:

<u>REF</u>	<u>PROPOSAL</u>	<u>LOCATION</u>
22/0476/10	Loft conversion with rear flat roof dormer	Gwynt y Felin, 3 Heol Las CF72 8EG
22/0504/10	Proposed rear raised patio area.	32 Parkdale View, Llantrisant CF72 8DT
22/0437/10	Rear single storey extension and internal alterations	29 Heol Ddeusant, Beddau CF38 2LA
22/0444/10	Single storey extension	4 Heol Mwyrdd, Beddau CF38 2HU
22/0506/10	Rear single storey extension	26 Lanelay Road, Talbot Green CF72 8HZ

22/0471/10	Single storey first floor extension to provide additional office space and meeting rooms	Highadmit Projects Ltd., Heol y Gyfraith, Talbot Green CF72 8AJ
22/0532/10	Extension to the new car park previously granted.	Unit D and C, Purolite International Ltd., Llantrisant Business Park CF72 8LF

FC/22-23/20 **Correspondence**

Correspondence was received from a member of the public with regard to assistance for Ukrainian Refugees, and in particular whether the Council's allotments could accommodate refugees who wished to benefit from the physical and mental health benefits of gardening. It was **resolved** that should any refugees be identified then the local Allotment Management Committee would be contact to see if they could accommodate the request.

FC/22-23/21 **Urgent Business**

Cllr Hunt requested that information regarding the provision of tablets or laptops for all members be ~~made~~ sought.

It was further requested that a letter was sent on behalf of the Councillors to thank those members who had left the Council.

Cllr Townsend Jones updated those present on the problems being faced due to the repairs to the wall on High Street and the existing one-way system out of the town. It was **resolved** that the Parish Office would work with the Llantrisant Town Borough Councillors to express the grave concern of members for the local businesses and to request a meeting for RCT Highways and representatives from the local businesses.

There being no more business the meeting closed at 8.15pm

CLLR JULIE BARTON

VICE CHAIR

**LLANTRISANT COMMUNITY COUNCIL
COUNCIL MEETING
14TH JUNE 2022**

**PLANNING AND
DEVELOPMENT CONTROL**

The following planning applications have been received by Rhondda Cynon Taf CBC since the last meeting:

<u>WARD</u>	<u>REF</u>	<u>PROPOSAL</u>	<u>LOCATION</u>
LLANTRISANT	22/0597/10	Proposed extension and enlargement of the existing Sigma 3 (Kitchens) Ltd premises, along with associated works.	SIGMA 3 KITCHENS LTD, LLANTRISANT BUSINESS PARK, LLANTRISANT, CF72 8LF
	22/0664/10	Additional cable route	LAND AT RHIWFELIN FACH FARM, LLANTRISANT ROAD, YNYSMAERDY CF72 8LQ
BEDDAU	22/0615/10	Construction of outbuilding for use as a granny annexe and associated works.	25 FAIRVIEW, BEDDAU, PONTYPRIDD, CF38 2DE
	21/1483/10	Change of use from integral garage into a multi-purpose room / hair salon	6 BRYNTEG GREEN, BEDDAU CF38 2PT