



**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 6th July 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 12th July 2022 at 6.30pm. The Meeting will be held at Caerlan Hall, Llantrisant.

The Agenda for the meeting is attached.

The meeting will be accessible online pursuant to the Local Government and Elections (Wales) Act 2021, and you may connect using the following Zoom link and passcode:

<https://us06web.zoom.us/j/89264246790?pwd=cmpkUWRqN0VHMGMGFH.a1NPTGZMb0Qzd09>

Meeting ID: 892 6424 6790

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 12TH JULY 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	
	(i) To approve as a true record the minutes of the Meeting of Council held on 14 th June 2022.	4 to 8
	(ii) To note the Action Log.	9 to 10
5.	Financial Matters	
	(i) To receive and approve the accounts for payment for July 2022;	11
	(ii) To receive and note the income and expenditure account for June 2022;	12 to 15
	(iii) To receive and note the income and expenditure account for May 2022.	16 to 18
	(iv) To authorise the Chair and Vice Chair to approve payments during August 2022, when there is no monthly meeting of the Council;	
	(v) To appoint signatories to the Council's CCLA investment account.	19
6.	Requests for Financial Assistance To receive and consider any applications for financial assistance.	
7.	Reports from Committees To note the Minutes of the following Committees and consider any recommendations contained therein:	
	- Assets and Operations Committee held on 24 th May 2022;	20 to 21

- Events and Public Engagement Committee held on 21st June 2022; 22 to 24
 - Staffing Committee held on 7th July 2022. To follow
-
- 8. Planning and Development Control** 25
- To consider any planning applications and development control matters which have arisen since the previous meeting.
-
- 9. Time Capsule Project**
- To consider a proposal by Cllr Ellie Townsend Jones for a time capsule project throughout the community.
-
- 10. Council Website**
- To consider a proposal by Cllr Ellie Townsend Jones for a review of the Council's website.
-
- 11. Correspondence**
- To receive any correspondence to the Council.
-
- 12. 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 LLANTRISANT COMMUNITY COUNCIL HELD ON
TUESDAY 14th JUNE 2022 AT 6.30PM AT CAERLAN HALL, LLANTRISANT

Present

Cllr Mal Davies (Chair)
Cllr Julie Barton (Vice Chair)
Cllr David Brown
Cllr Anne Callow
Cllr Glynne Holmes
Cllr David Myles

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

FC/22-23/22 Apologies for Absence

Apologies for absence were received from Cllrs Ron Hunt, Lynne Murdoch and David Nicholas.

FC/22-23/23 Declarations of Interest

The following declarations of interest were made and duly recorded in the register:

<u>Member</u>	<u>Relevant Minute(s)</u>	<u>Nature of Interest</u>
J. Barton	FC/22-23/25	"I am a member of the Rhondda Cynon Taf Planning Committee and therefore will not Chair or take part in discussion on planning matters due to come before the principal planning authority."
M. Davies	FC/22-23/24	"I am an allotment holder and Chair of Tynant Allotments Site Committee."

FC/22-23/24 Public Representations to the Council

(i) Boundary Fence at Tynant Allotments

The Chair, declaring his interest as allotment holder at Tynant, raised the matter of the broken fence on the border of the Tynant Allotments, proposing that the Clerk look into ownership of the fence and that a site meeting be held to look at

its state of disrepair with a view to reporting back to Council with recommendations for action. This was **agreed**.

(ii) Japanese Knotweed, High Street Llantrisant

The Clerk reported that a member of the public had raised concerns over the overgrowth of trees, bushes and – of particular concern – Japanese knotweed from the garden to the rear of the Council's land at Cherry Tree Cottage, Llantrisant. The Clerk had written to the owner of the property, with copies sent to Rhondda Cynon Taf.

FC/22-23/25 Minutes of the Previous Meeting

The Minutes of the Meeting of Llantrisant Community Council held on Tuesday 17th May 2022 were approved as a correct record with the following amendments **agreed**:

Minute FC/22-23/07

Cllr Barton reported that Cllr David Nicholas had indicated he did not wish to continue serving on the Governing Body of Ysgol Gynradd Gymraeg Castellau. In his place, it was **agreed** that Cllr Carys Romney be the appointed Minority Authority representative for YGG Castellau.

Also, the Annual Meeting had left one vacancy for a representative to One Voice Wales, and it was **agreed** that the Chair, Cllr Mal Davies be appointed.

FC/22-23/26 Financial Matters

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

	Date	Note	Amount (£)	VAT
<u>OFFICE</u>				
PEAC Finance	14.06.22	Lease rental, photocopier	£ 348.00	s
Barclaycard	14.06.22		£ 1,222.08	-
Function28	30.06.22	Webhosting	£ 54.00	s
Tesco Mobile	14.06.22	3 x mobile contracts	£ 23.50	z
Plusnet	13.06.22	Mainline	£ 36.94	s
Toshiba	08.06.22	Photocopying	£ 139.12	s
<u>STAFFING</u>				
HMRC	14.06.22	NI and Tax (May)	£ 2,554.31	z
Wages	15.05.22	Pay (May)	£ 6,945.55	z
RCT LPF	14.06.22	Pensions (May)	£ 2,037.98	z
<u>HALLS</u>				
Phil James	14.06.22	New Boiler, Caerlan Hall	£ 2,800.00	s
JP Windows	14.06.22	2 double glazed windows, Office	£ 170.00	s

SSE	18.05.22	Electricity, Caerlan Hall	£	54.98	f
SSE	31.05.22	Electricity, Llys y Cwm	£	41.26	f
Dwr Cymru	17.05.22	Water rates, Llys y Cwm	£	232.68	z
RCTCBC	15.06.22	Rates, Caerlan	£	482.00	-
RCTCBC	15.06.22	Rates, Llys y Cwm	£	177.00	-
Plusnet	15.06.22	Broadband (Llys y Cwm)	£	28.73	s

ALLOTMENTS**WORKS DEPOT**

PJ Saunders	1.06.22	Rental of Workshop	£	633.00	s
-------------	---------	--------------------	---	--------	---

OUTSIDE WORK

Braceys	14.06.22	Topsoil	£	432.00	s
Trade UK	08.06.22	Screwfix Account	£	287.00	s
Toolstation	14.06.22	Toolstation account			

PROJECTS

C&L G&T Services	14.06.22	Watering of Baskets and planters	£	700.00	s
C&L G&T Services	14.06.22	Collect and erection of baskets	£	450.00	s
Boverton Nurseries	30.05.22	Flower Baskets	£	2,178.40	s
Leekes	01.06.22	2" Galv Welded Mesh	£	54.39	s
Country Timbers	14.06.22	Batons	£	27.93	s

TRANSPORT

UK Fuels Ltd.	29.05.22	Diesel	£	103.23	s
---------------	----------	--------	---	--------	---

<u>TOTAL</u>	-		£	22,214.08	
---------------------	---	--	---	------------------	--

FC/22-23/27 Queen's Jubilee Weekend reflection

Members reflected positively on the successful events across the Jubilee weekend, including the construction and lighting of the beacon on the Billy Wynt, and the Council's stand at the Big Picnic on Castle Green.

Members felt that the Herculean efforts of the two General Maintenance staff in the preparations for, and during the weekend needed to be recognised in a very tangible way. It was therefore **agreed** that the General Maintenance Manager and the General Maintenance Officer be paid that which they already received for the hours they worked on Thursday 2nd June and Saturday 4th June again at the usual double time rate for bank holidays, and that a letter be sent to them commending their work.

It was also **agreed** that the Chair write to all those who contributed to the success of the Jubilee Beacon.

It was further **agreed** that thought be given to how the Beacon which had been commissioned at public expense could be displayed in some permanent way.

FC/22-23/28 Planning and Development Control

The following planning applications received by Rhondda Cynon Taf were **noted** :-

<u>REF</u>	<u>PROPOSAL</u>	<u>LOCATION</u>
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
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

FC/22-23/29 Correspondence

The Clerk reported that correspondence had been received from the Clerk to Llantrisant Town Trust requesting that the Council consider making a grant towards the costs of staging the Medieval Fayre in September.

Members broadly felt that they needed further information before making a decision, and the Clerk would make such a request to the Trust.

FC/22-23/30 Urgent Items**Staffing**

The following motion was **agreed** to:

“By virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussion of the full items that follow on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.”

and therefore the remaining business of the meeting was held *in camera*.

It was **agreed** that in the event that any member of the Council's staff be absent due to long term sickness that the Clerk, in consultation with the Chair of Council and the Chair of the

Staffing Committee may engage some suitable person as temporary cover for the duration of the long term absence,

There being no further business the meeting was ended.

CLLR M. DAVIES

CHAIR

LLANTRISANT COMMUNITY COUNCIL
COUNCIL ACTIONS LOG (EXCEPTIONS)

MINUTE	ACTION	REMARKS
367 (2021)	Purchase and installation of Sedum Bus Shelter, Gwaunmiskin Terminus.	Delayed by delays in works to prepare the ground at Talbot Green for the old shelter to be moved, Talbot Green site has now been prepared and Sedum Shelter has been ordered.
FC/21-22/32	Install memorial to Suzanne Goodall MBE, Founder of Ty Hafan hospice.	Apple tree has been planted at the Memorial Gardens, Beddau. Commemorative plaque has been ordered. Instructions sought on event to mark the installation of the memorial?
FC/21-22/47	Request for RCT to make several Tree Preservation Orders at the site known commonly as “the Acre”.	Email sent to Huw Evans, RCT on 14 th March with application. Email exchanges on 15 th March about land area compared. Email from Peter Davies to Huw Evans 24 th March. Further email sent to Huw Evans by Clerk 5 th July.
FC/22-23/21	Request that the Clerk investigate the supply of laptops/tablets to Members for the conduct of council business.	Clerk has had a positive response from RCT, whereby sufficient older (3-year old) tablets might be available. Discussions ongoing as to cost.
FC/22-23/21	Request that the Clerk write to all recently retired members of the Council thanking them for their service.	Done in an email prior to Election.
FC/22-23/24	That the Clerk investigate ownership of land, and specifically the fence bordering the far side of the Tynant Allotments site.	Plans of site viewed, and expert advice sought. If the posts are on our side, it is our fence. Conclusion: the fence is ours. Await instructions from Council for repair.

FC/22-23/24	That the Clerk continue to make representations about the Japanese Knotweed on land belonging to 43 High Street which is in danger of spreading to Council land at the Cherry Tree Cottage, Llantrisant.	Letter sent to owner of 43 High Street. Reply received. RCT Officers kept informed throughout. RCT Officers advising landowner of duties and responsibilities. Continued monitoring of situation advised.
FC/22-23/27	Investigate permanent display of the Queen's Platinum Jubilee Beacon.	No objections in principle from the Guildhall to appropriate siting on Castle Green/Guildhall site. Continuing to explore options.

					Office Use			
					VAT	d/d / bacs/ s/o / chg	account codes	
<u>OFFICE</u>								
Plusnet	11.07.22	Broadband/Landline	£	36.70	s	d/d	4205	101
Function28	30.06.22	Web and email Provision	£	54.00	z	s/o	4202	101
Barclaycard	12.07.22	flags, software, graffiti remover	£	576.75	-	bacs	split	
Tesco Mobile	22.06.22	Mobile Contracts x 3	£	25.70	z	d/d	4205	101
Unity Trust	30.06.22	Quarterly & Cheque charges	£	40.05	z	d/d	4215	101
<u>COUNCILLORS</u>								
	15.07.22	Renumeration and Chairs Allowanc	£	3,450.00	o	bacs	4225/6	107
<u>STAFFING</u>								
HMRC	12.07.22	NI and Tax	£	1,965.90	z	bacs	4002	102
Wages	15.06.22	Pay	£	6,204.66	z	bacs	4001	102
Pensions	12.07.22	Pensions	£	1,762.51	z	bacs	4003	102
J Akers	12.07.22	Mileage (May)	£	16.74	-	bacs	4025	102
G Hopkins	12.07.22	Mileage SLCC Conference	£	63.90	-	bacs	4025	102
<u>HALLS</u>								
Plusnet	27.06.22	Broadband/Phoneline - Llys y Cwm	£	25.50	s	d/d	4062	205
RCTCBC	15.07.22	Rates - Llys y Cwm	£	177.00	-	d/d	4050	205
RCTCBC	15.07.22	Rates - Caerlan	£	482.00	-	d/d	4050	201
SSE	08.07.22	Electricity Caerlan	£	51.78	f	d/d	4060	201
Ark Appliances	12.07.22	repair oven Llys y cwm	£	93.00	z	bacs	4066	205
<u>ALLOTMENTS</u>								
Welsh Water	01.07.22	Penycoedcae - Nov to May (Queryi	£	19.32	z	d/d	4163	305
<u>WORKS DEPOT</u>								
PJ Saunders	27.07.22	Rent- Beeches	£	633.00	s	s/o	4073	308
Plusnet	22.06.22	Broadband - beeches	£	27.60	s	d/d	4062	308
<u>OUTSIDE WORK</u>								
Brynteg Allotments	21.06.22	Compost	£	108.00	z	bacs	4158	106
Braceys	12.07.22	Dust/cement car park	£	148.25	s	bacs	4103	310
Country Timbers	12.07.22	Timber/car park	£	12.90	s	bacs	4103	310
Trade UK	12.07.22	gloves, spray bottle,s light, safe	£	134.69	s	bacs	split	
Leekes	12.07.22	padlock, waterstop	£	24.89	s	bacs	split	
<u>PROJECTS</u>								
Guild Hall	12.07.22	Medieval Fayre	£	500.00	z	bacs	4153	106
SSE	12.07.22	Electricity for Christmas Lights	£	37.65	f	bacs	4157	106
JRB Enterprises	12.07.22	Dog bag dispenser refills	£	547.20	s	bacs	4151	106
A Callow	12.07.22	Craft Materials	£	62.40	s	bacs	4153	106
<u>TRANSPORT</u>								
UK Fuels	06.07.22	Diesel	£	75.35	s	d/d	4070	301
<u>TOTAL</u>								
				£ 17,357.44				

ADDITIONAL PAYMENTS

TOTAL £ 17,357.44

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
INCOME						
101 Administration						
1011 Photocopying	(35)	100	135			(35.4%)
1051 Grants Received	0	100	100			0.0%
1110 Interest	179	30	(149)			598.1%
Subtotal	144	230	86	0	0	62.6%
103 Precept						
1101 Precept	92,759	278,278	185,519			33.3%
Subtotal	92,759	278,278	185,519	0	0	33.3%
201 Caerlan						
1000 Hall Hire	1,556	5,000	3,444			31.1%
Subtotal	1,556	5,000	3,444	0	0	31.1%
205 Llys y Cwm						
1000 Hall Hire	1,023	4,000	2,977			25.6%
Subtotal	1,023	4,000	2,977	0	0	25.6%
305 Allotments						
1007 Penygawsi Allotments	0	44	44			0.0%
1008 Brynteg Allotments	0	70	70			0.0%
1009 Tynant Allotments	0	66	66			0.0%
1010 Pencoedcae Allotment	(52)	80	132			(65.3%)
Subtotal	(52)	260	312	0	0	(20.1%)
310 Outside Work						
1012 Footpath Agency Agreement	0	835	835			0.0%
Subtotal	0	835	835	0	0	0.0%
TOTAL INCOME	95,430	288,603	193,173	0	0	33.1%

EXPENDITURE

101 Administration						
4200 Photocopying	406	1,700	1,294		1,294	23.9%
4202 Computer Costs	204	2,500	2,296		2,296	8.2%
4204 Postage	0	120	120		120	0.0%
4205 Telephones	136	700	564		564	19.5%
4206 Stationery	87	250	163		163	34.8%
4210 Sundries	12	100	88		88	11.6%
4215 Audit Fees & Bank charges	355	1,250	895		895	28.4%
4220 General Insurance	0	4,000	4,000		4,000	0.0%
4240 Elections	0	16,000	16,000		16,000	0.0%
4250 Contingency Fund	0	6,000	6,000		6,000	0.0%
4255 Office Equipment	594	1,848	1,254		1,254	32.1%
4261 Grant Money Spent	99	0	(99)		(99)	0.0%
Subtotal	1,894	34,468	32,574	0	32,574	5.5%

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
102 Staffing						
4001 Salaries	18,026	95,000	76,974		76,974	19.0%
4002 PAYE & NI Contributions	4,199	25,000	20,801		20,801	16.8%
4003 Pension contributions	3,410	25,000	21,590		21,590	13.6%
4010 Occupational Health	0	500	500		500	0.0%
4015 Training	190	3,000	2,810		2,810	6.3%
4020 Work wear	792	1,800	1,008		1,008	44.0%
4025 Staff Expenses	0	400	400		400	0.0%
Subtotal	26,617	150,700	124,083	0	124,083	17.7%
104 Community Infrastructure Levy						
4120 CIL Expenditure	0	7,617	7,617		7,617	0.0%
Subtotal	0	7,617	7,617	0	7,617	0.0%
105 Grants						
4152 Beddau & Tynant Wards	200	10,000	9,800		9,800	2.0%
4154 General Grants	0	2,000	2,000		2,000	0.0%
4156 Talbot Green & Llantrisant	0	12,000	12,000		12,000	0.0%
Subtotal	200	24,000	23,800	0	23,800	0.8%
106 Projects						
4150 Llantrisant Ward	0	3,000	3,000		3,000	0.0%
4151 Talbot Green Ward	0	3,000	3,000		3,000	0.0%
4152 Beddau & Tynant Wards	0	6,000	6,000		6,000	0.0%
4153 Events/Public Relations	1,461	6,000	4,539		4,539	24.4%
4155 Community Library	0	5,500	5,500		5,500	0.0%
4157 Christmas	0	10,000	10,000		10,000	0.0%
4158 Floral Displays	2,774	10,000	7,226		7,226	27.7%
4159 Charter of Friendship	0	3,989	3,989		3,989	0.0%
4166 Community Plan	0	5,000	5,000		5,000	0.0%
Subtotal	4,235	52,489	48,254	0	48,254	8.1%
107 Councillors						
4225 Chairs Allowances	706	3,126	2,420		2,420	22.6%
4226 Councillor Allowances	0	2,500	2,500		2,500	0.0%
4230 OVW Membership	2,335	2,300	(35)		(35)	101.5%
4231 Councillor Training	358	1,000	642		642	35.8%
Subtotal	3,399	8,926	5,527	0	5,527	38.1%
201 Caerlan						
4050 Rates	1,441	5,100	3,659		3,659	28.3%
4055 Water Charges	0	500	500		500	0.0%
4060 Electricity	52	1,200	1,148		1,148	4.4%
4061 Gas	181	2,000	1,819		1,819	9.0%
4062 Broadband	31	0	(31)		(31)	0.0%
4063 Cleaning Materials	0	350	350		350	0.0%
4065 Maintenance Contracts	1,160	1,800	640		640	64.5%
4066 Repairs & maintenance	2,475	9,118	6,643		6,643	27.1%
4067 Depreciation Fund	0	1,000	1,000		1,000	0.0%

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Subtotal	5,340	21,068	15,728	0	15,728	25.3%
205 Llys y Cwm						
4050 Rates	527	1,950	1,424		1,424	27.0%
4055 Water Charges	465	500	35		35	93.1%
4060 Electricity	0	900	900		900	0.0%
4061 Gas	468	1,500	1,032		1,032	31.2%
4062 Broadband	66	250	184		184	26.4%
4063 Cleaning Materials	0	300	300		300	0.0%
4065 Maintenance Contracts	659	1,800	1,141		1,141	36.6%
4066 Repairs & maintenance	16	3,616	3,600		3,600	0.5%
4067 Depreciation Fund	0	1,000	1,000		1,000	0.0%
Subtotal	2,201	11,816	9,615	0	9,615	18.6%
301 Transport						
4070 Fuel	188	1,500	1,312		1,312	12.5%
4071 Repairs, Service, MOT	26	1,000	975		975	2.5%
4072 Road Tax	0	550	550		550	0.0%
4074 Van insurance	0	2,500	2,500		2,500	0.0%
4090 New Van Fund	0	24,046	24,046		24,046	0.0%
Subtotal	213	29,596	29,383	0	29,383	0.7%
305 Allotments						
4160 Penygawsi Allotments	0	480	480		480	0.0%
4161 Brynteg Allotments	278	480	202		202	58.0%
4162 Tynant Allotments	235	480	245		245	49.0%
4163 Pencoedcae Allotments	331	480	149		149	68.9%
Subtotal	844	1,920	1,076	0	1,076	44.0%
308 Workshop						
4055 Water Charges	52	200	148		148	26.2%
4060 Electricity	201	600	399		399	33.4%
4062 Broadband	75	350	275		275	21.4%
4073 Rent	1,983	6,750	4,767		4,767	29.4%
4210 Sundries	0	120	120		120	0.0%
Subtotal	2,312	8,020	5,708	0	5,708	28.8%
310 Outside Work						
4101 Small Tools	0	100	100		100	0.0%
4102 Machine Repairs & Spares	765	6,245	5,480		5,480	12.3%
4103 Outside Work	942	3,000	2,058		2,058	31.4%
4105 Street Furniture	1,250	9,282	8,032		8,032	13.5%
Subtotal	2,957	18,627	15,670	0	15,670	15.9%
TOTAL EXPENDITURE	50,212	369,247	319,035	0	319,035	13.6%
Total Income	95,430	288,603	193,173			33.1%
Total Expenditure	50,212	369,247	319,035	0	319,035	13.6%
Net Income over Expenditure	45,218	(80,644)	(125,862)			

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
plus Transfer from EMR	594					
Movement to/(from) Gen Reserve	45,812	(80,644)	(126,456)			

Date 21/06/2022

Llantrisant Community Council

Page 1

Time 13:35

Council Detail Report 31/05/2022

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
INCOME						
101 Administration						
1011 Photocopying	(35)	100	135			(35.4%)
1051 Grants Received	0	100	100			0.0%
1110 Interest	74	30	(44)			246.5%
Subtotal	39	230	192	0	0	16.7%
103 Precept						
1101 Precept	92,759	278,278	185,519			33.3%
Subtotal	92,759	278,278	185,519	0	0	33.3%
201 Caerlan						
1000 Hall Hire	683	5,000	4,317			13.7%
Subtotal	683	5,000	4,317	0	0	13.7%
205 Llys y Cwm						
1000 Hall Hire	31	4,000	3,969			0.8%
Subtotal	31	4,000	3,969	0	0	0.8%
305 Allotments						
1007 Penygawsi Allotments	0	44	44			0.0%
1008 Brynteg Allotments	0	70	70			0.0%
1009 Tynant Allotments	0	66	66			0.0%
1010 Pencoedcae Allotment	(52)	80	132			(65.3%)
Subtotal	(52)	260	312	0	0	(20.1%)
310 Outside Work						
1012 Footpath Agency Agreement	0	835	835			0.0%
Subtotal	0	835	835	0	0	0.0%
TOTAL INCOME	93,459	288,603	195,144	0	0	32.4%

EXPENDITURE

101 Administration						
4200 Photocopying	0	1,700	1,700		1,700	0.0%
4202 Computer Costs	114	2,500	2,386		2,386	4.6%
4204 Postage	0	120	120		120	0.0%
4205 Telephones	111	700	589		589	15.8%
4206 Stationery	87	250	163		163	34.8%
4210 Sundries	12	100	88		88	11.6%
4215 Audit Fees & Bank charges	315	1,250	935		935	25.2%
4220 General Insurance	0	4,000	4,000		4,000	0.0%
4240 Elections	0	16,000	16,000		16,000	0.0%
4250 Contingency Fund	0	6,000	6,000		6,000	0.0%
4255 Office Equipment	594	1,848	1,254		1,254	32.1%
4261 Grant Money Spent	99	0	(99)		(99)	0.0%
Subtotal	1,332	34,468	33,136	0	33,136	3.9%
102 Staffing						

Date 21/06/2022

Llantrisant Community Council

Page 2

Time 13:35

Council Detail Report 31/05/2022

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4001 Salaries	11,081	95,000	83,919		83,919	11.7%
4002 PAYE & NI Contributions	1,645	25,000	23,355		23,355	6.6%
4003 Pension contributions	1,372	25,000	23,628		23,628	5.5%
4010 Occupational Health	0	500	500		500	0.0%
4015 Training	0	3,000	3,000		3,000	0.0%
4020 Work wear	792	1,800	1,008		1,008	44.0%
4025 Staff Expenses	0	400	400		400	0.0%
Subtotal	14,889	150,700	135,811	0	135,811	9.9%
104 Community Infrastructure Levy						
4120 CIL Expenditure	0	7,617	7,617		7,617	0.0%
Subtotal	0	7,617	7,617	0	7,617	0.0%
105 Grants						
4152 Beddau & Tynant Wards	200	10,000	9,800		9,800	2.0%
4154 General Grants	0	2,000	2,000		2,000	0.0%
4156 Talbot Green & Llantrisant	0	12,000	12,000		12,000	0.0%
Subtotal	200	24,000	23,800	0	23,800	0.8%
106 Projects						
4150 Llantrisant Ward	0	3,000	3,000		3,000	0.0%
4151 Talbot Green Ward	0	3,000	3,000		3,000	0.0%
4152 Beddau & Tynant Wards	0	6,000	6,000		6,000	0.0%
4153 Events/Public Relations	1,285	6,000	4,715		4,715	21.4%
4155 Community Library	0	5,500	5,500		5,500	0.0%
4157 Christmas	0	10,000	10,000		10,000	0.0%
4158 Floral Displays	0	10,000	10,000		10,000	0.0%
4159 Charter of Friendship	0	3,989	3,989		3,989	0.0%
4166 Community Plan	0	5,000	5,000		5,000	0.0%
Subtotal	1,285	52,489	51,204	0	51,204	2.4%
107 Councillors						
4225 Chairs Allowances	556	3,126	2,570		2,570	17.8%
4226 Councillor Allowances	0	2,500	2,500		2,500	0.0%
4230 OVW Membership	2,335	2,300	(35)		(35)	101.5%
4231 Councillor Training	358	1,000	642		642	35.8%
Subtotal	3,249	8,926	5,677	0	5,677	36.4%
201 Caerlan						
4050 Rates	959	5,100	4,141		4,141	18.8%
4055 Water Charges	0	500	500		500	0.0%
4060 Electricity	0	1,200	1,200		1,200	0.0%
4061 Gas	181	2,000	1,819		1,819	9.0%
4063 Cleaning Materials	0	350	350		350	0.0%
4065 Maintenance Contracts	1,160	1,800	640		640	64.5%
4066 Repairs & maintenance	0	9,118	9,118		9,118	0.0%
4067 Depreciation Fund	0	1,000	1,000		1,000	0.0%
Subtotal	2,300	21,068	18,768	0	18,768	10.9%
205 Llys y Cwm						

Date 21/06/2022

Llantrisant Community Council

Page 3

Time 13:35

Council Detail Report 31/05/2022

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4050 Rates	350	1,950	1,601		1,601	17.9%
4055 Water Charges	233	500	267		267	46.5%
4060 Electricity	0	900	900		900	0.0%
4061 Gas	429	1,500	1,071		1,071	28.6%
4062 Broadband	45	250	205		205	17.9%
4063 Cleaning Materials	0	300	300		300	0.0%
4065 Maintenance Contracts	659	1,800	1,141		1,141	36.6%
4066 Repairs & maintenance	16	3,616	3,600		3,600	0.5%
4067 Depreciation Fund	0	1,000	1,000		1,000	0.0%
Subtotal	1,731	11,816	10,085	0	10,085	14.6%
301 Transport						
4070 Fuel	84	1,500	1,416		1,416	5.6%
4071 Repairs, Service, MOT	26	1,000	975		975	2.5%
4072 Road Tax	0	550	550		550	0.0%
4074 Van insurance	0	2,500	2,500		2,500	0.0%
4090 New Van Fund	0	24,046	24,046		24,046	0.0%
Subtotal	109	29,596	29,487	0	29,487	0.4%
305 Allotments						
4160 Penygawsi Allotments	0	480	480		480	0.0%
4161 Brynteg Allotments	278	480	202		202	58.0%
4162 Tynant Allotments	235	480	245		245	49.0%
4163 Pencoedcae Allotments	331	480	149		149	68.9%
Subtotal	844	1,920	1,076	0	1,076	44.0%
308 Workshop						
4055 Water Charges	52	200	148		148	26.2%
4060 Electricity	37	600	564		564	6.1%
4062 Broadband	52	350	298		298	14.9%
4073 Rent	1,456	6,750	5,294		5,294	21.6%
4210 Sundries	0	120	120		120	0.0%
Subtotal	1,597	8,020	6,423	0	6,423	19.9%
310 Outside Work						
4101 Small Tools	0	100	100		100	0.0%
4102 Machine Repairs & Spares	765	6,245	5,480		5,480	12.3%
4103 Outside Work	149	3,000	2,851		2,851	5.0%
4105 Street Furniture	1,250	9,282	8,032		8,032	13.5%
Subtotal	2,164	18,627	16,463	0	16,463	11.6%
TOTAL EXPENDITURE	29,700	369,247	339,547	0	339,547	8.0%
Total Income	93,459	288,603	195,144			32.4%
Total Expenditure	29,700	369,247	339,547	0	339,547	8.0%
Net Income over Expenditure	63,759	(80,644)	(144,403)			
plus Transfer from EMR	594					
Movement to/(from) Gen Reserve	64,353	(80,644)	(144,997)			

LLANTRISANT COMMUNITY COUNCIL

COUNCIL MEETING, 12th JULY 2022

REPORT OF THE CLERK

CCLA INVESTMENT ACCOUNT

1. The Council's reserves are invested in The Public Sector Deposit Fund with Churches, Charities and Local Authorities (CCLA) Investment Management Ltd.

<https://www.ccla.co.uk/funds/public-sector-deposit-fund>

2. The account currently has 5 signatories. Following the election in May this year, two of the current signatories (Mr Allan Matheson and Mrs Arlene Moss) are no longer members of the Council. It is **recommended** that the Chair of Council and Chair of the Finance and General Purposes Committee be added as the new signatories.

3. The resultant 5 signatories would then be:

Cllr David Nicholas

Cllr Julie Barton

Cllr Mal Davies

Cllr Ron Hunt

Alison Jenkins (RFO)

Recommendation

4. That Cllr Mal Davies and Cllr Ron Hunt are added to the signatories of the CCLA Account, and that Mr Allan Matheson and Mrs Arlene Moss be removed as signatories to the account.

MR G. E. HOPKINS J.P.

CLERK

LLANTRISANT COMMUNITY COUNCIL

MINUTES OF A MEETING OF THE ASSETS & OPERATION COMMITTEE

HELD ON TUESDAY 24TH MAY 2022 AT 6.30PM AT BEDDAU & PENYCOEDCAE ALLOTMENTS.

Present

Cllr Julie Barton (in the Chair)

Cllr Ellie Townsend Jones

Cllr Adam Robinson (via Zoom)

Cllr David Myles

Cllr David Brown

Cllr David Nicholas

In Attendance

Chair Beddau & Penycoedcae Allotments: Mr Lionel Symons

RFO: Mrs Alison Jenkins

The meeting started with the committee inspecting the existing state of the paths and steps to the plots. Cllr Robinson had attended site the previous week to inspect the paths, car park and fences.

As the nominated Chair of the committee Cllr Robinson was in attendance via Zoom it was agreed that Cllr Barton would chair the meeting.

AOC/22-23/1 Apologies for absence

Apologies were received from Cllr Mal Davies and Cllr Glynne Holmes

AOC/22-23/2 Declarations of Interest

Members declared their interests in accordance with the Code of Conduct.

Cllr David Brown – I am a member of Brynteg Allotments

Cllr David Myles – I am Treasurer of Brynteg Allotments

Cllr David Nicholas – I am Chair of Tynant Allotments

AOC/22-23/3 Minutes of the Previous Meeting of the Allotment Committee

The minutes of the meeting held on 25th October 2021 were noted.

AOC/22-23/4 To consider the ongoing issues at Beddau & Penycoedcae Allotments.

The impact on the site of turning the water off. So far plot holders are coping without the water supply. It was AGREED to review the situation after the summer.

The dangerous state of the steps leading to the plots. Following discussion and having inspected the paths. It was AGREED to recommend to full Council that of the 9 paths leading to the plots:

- the first 3 paths at each end of the site become/remain as sloping paths as opposed to steps.

- the 4th and 6th paths should be closed off and made safe.
- the centre (5th) path should be returned to the correct width for a path and proper steps installed.

The Chair of the site was asked to ensure that warning signage was displayed and the Parish Office requested to help with provision of signs.

The retaining wall at the car park. It was acknowledged that the retaining wall did need attention however it was not as urgent as the paths/steps. Quotes and suggestions to be requested at the same time as to the paths.

Any other items the Management committee wish to discuss with the Community Council. It was further identified that the retaining wooden posts along the edge of the road to the car park were rotting. This was acknowledged however the paths and steps remain the priority for action.

The committee travelled to the Memorial Gardens on Parish Road

AOC/22-23/5 To consider the location for a plaque to the Late Suzanne Goodall MBE.

Following discussion, it was AGREED to recommend to full Council that a Cherry tree similar to that planted by the Monday Club should be planted on the grass between the Monday club tree and the houses to the back of the gardens.

It was further AGREED to recommend that plaques that would survive being hit by a strimmer should be purchased for both trees.

AOC/22-23/6 To set dates to complete the annual risk assessments of the Council locations.

It was AGREED that Cllr David Brown, Cllr David Myles and Cllr Ellie Townsend Jones would arrange dates with the Clerk to complete the annual risk assessments of Council locations.

LLANTRISANT COMMUNITY COUNCIL

MINUTES OF A VIRTUAL MEETING OF THE EVENTS AND PUBLIC ENGAGEMENT COMMITTEE

HELD VIA ZOOM ON TUESDAY 21ST JUNE 2022 AT 6.30PM

Present

Cllr Julie Barton (Chair)
Cllr Ellie Townsend Jones
Cllr Mal Davies
Cllr Anne Callow

Cllr Carys Romney
Cllr Catherine Preston
Cllr Adam Robinson

In Attendance

Clerk: Mr Geraint Hopkins,
RFO: Mrs Aison Jenkins

EC/22-23/1 Apologies for absence

Apologies were received from Cllr Lynne Murdoch

EC/22-23/2 Declarations of Interest

Members declared their interests in accordance with the Code of Conduct.

Cllr Julie Barton: I am Chair of Litter Free Beddau & Tynant

Cllr Carys Romney: I am Secretary of Litter Free Beddau & Tynant

Cllr Adam Robinson: I am on the Llantrisant War Memorial Trust

Cllr Ellie Townsend Jones: I volunteer at Llantrisant Guild Hall

EC/22-23/3 Committee Membership and Terms of Reference

The Terms of Reference for the Events and Public Engagement Committee were noted and it was acknowledged that at the Annual Meeting, Cllr Julie Barton had been nominated as Chair and Cllr Anne Callow as Vice Chair.

EC/22-23/4 Minutes of the Previous Meeting

The minutes from the Events Committee meeting on the 22nd February 2022 were noted. Both the Beacon and stall at the Community Fair had been well received, some feedback from the public was received that the Beacon was not well publicised. However, the consensus from the Community was that it was very good. The picnic activities attracted a big age range and many of the parents expressed their gratitude.

The Clerk was asked to investigate a permanent location for the Beacon – where it could be seen but was not accessible to provoke misuse.

It was disappointing that the Fun Run had not taken place however was a lesson learnt and if a local running club can be found to work with in the future is a possibility for a different occasion.

EC/22-23/4 Events for the remainder of 2022 and allocation of resources

Horticultural Show: The meeting to form a new committee had been poorly attended and support of allotment plot holders is vital to the success of the show. It was AGREED that it would not be viable to run a show this year however to begin the process of establishing a new committee ready to begin work on the 2023 show. It was proposed that the opportunity to have a stall to promote the show at the Tynant and Beddau Community Fair should be investigated an sponsorship by Woodland Walk Garden Centre or the Brynteg Allotment Association shop was a possibility.

Tynant and Beddau Community Fair, Sunday 4th September: Following a discussion it was AGREED that upto £2, 000 could be allocated to this event. Cllr Barton and Cllr Romney to meet up with the Deputy Clerk to move progress with the organisation.

Remembrance Sunday – 13th November

Llantrisant: Cllr Robinson will meet with the War Memorial committee to establish the Community Councils involvement in this event. Cllr Townsend Jones queried the PA System and it is hoped that the British Legion will work in conjunction with the War Memorial Trust to ensure the success of the event.

Beddau and Tynant. Local ward member will continue to try and establish a community group to organise the service in Tynant. The Clerk was asked to contact the Parish church.

Christmas:

Saturday 3rd December – A larger event based around the library but extending into the Memorial Gardens, Welfare Wall and Scout Hall is planned. To be organised in conjunction with BaTCL and Litter Free Beddau and Tynant.

Saturday 10th and Sunday 11th December – Llantrisant. A £5,000 grant from RCT Town Centres is to be provided to fund a Christmas event. Local ward members, along with the office staff will work with Llantrisant Town Trust and Llantrisant Parish Church to ensure a busy weekend of activities.

EC/22-23/5 Urgent Busines

Medieval Fair: It was AGREED to provide £500 from the events budget towards the Medieval Fair on the Castle Green in September. With the understanding that the donation would be acknowledged in the advertising for the event.

Grant Award evening : It was AGREED that a Community network session in the spring was more practical and members were requested to consider options for this for consideration at future meetings.

St Davids day – Following requests from members of the public it was AGREED that Welsh flags would be flown for the week of St David's day in the same format as the Jubilee flags. It was noted that weighted string may be the solution to the flags wrapping themselves around the posts.

It was further proposed to RECOMMEND to Full Council that Staff should have St David's day off in a bid to support the growing demand to make it a public holiday.

The date of the next meeting was set for Monday 25th July at 6.30pm

The meeting ended at 7.40pm

CLLR JULIE BARTON
CHAIR

MRS ALISON JENKINS
DEPUTY CLERK

**LLANTRISANT COMMUNITY COUNCIL
COUNCIL MEETING****PLANNING AND
DEVELOPMENT CONTROL****12TH JULY 2022**

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	22/0357/10	Change of use of vacant land to the north of Earthmovers House for the creation of an area of hardstanding for vehicle parking, storage; including the diversion of public footpath Llantrisant 223 and associated works.	Unit 16, Earthmovers House, Llantrisant Business Park, Llantrisant CF72 8LF