

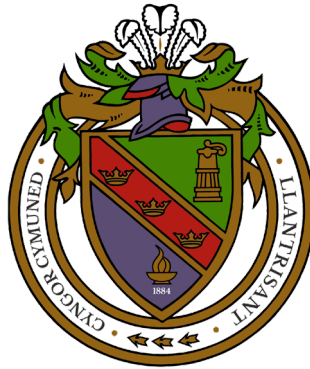
**CYNGOR CYMUNED LLANTRISANT
LLANTRISANT COMMUNITY COUNCIL**

Parish Office
Llys y Cwm
Gwaunmiskin Road
Beddau
CF38 2AU

01443 223796
office@llantrisant-cc.gov.wales
Clerk: Mr G E Hopkins JP BA(Hons)

Swyddfa'r Plwyf
Llys y Cwm
Heol Gwaunmeisgyn
Beddau
CF38 2AU

01443 223796
office@llantrisant-cc.gov.wales
Clerk: Mr G E Hopkins JP BA(Hons)



Wednesday 3rd September 2025

COUNCIL SUMMONS

TO: ALL MEMBERS OF LLANTRISANT COMMUNITY COUNCIL

YOU ARE SUMMONED to a meeting of **LLANTRISANT COMMUNITY COUNCIL** to be held at **6.30pm** on **Tuesday 9th September 2025** at **LLYS Y CWM**, Beddau.

The Agenda for the meeting is attached. The meeting will be held online pursuant to the Local Government and Elections (Wales) Act 2021, and you may connect using the following Zoom link:

<https://us06web.zoom.us/j/83109769562>

Meeting ID: 831 0976 9562

I should be grateful if you would confirm your attendance.

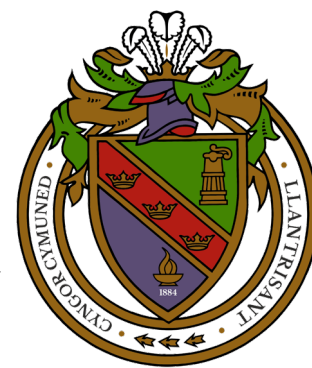
Yours faithfully,

MR. G. E. HOPKINS J.P.

CLERK

CYNGOR CYMUNED LLANTRISANT

LLANTRISANT COMMUNITY COUNCIL



THE ORDER OF BUSINESS FOR A MEETING OF
LLANTRISANT COMMUNITY COUNCIL TO BE HELD ON

TUESDAY 9TH SEPTEMBER 2025 AT 6.30PM
AT LLYS Y CWM, BEDDAU

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 Council Meeting of Council held on 15 th July 2025, and note the Action Log.	5 to 10
5. Financial Matters	
(i) To note the August accounts and approve the accounts for payment for September 2025;	11 to 18
(ii) To receive and note the income and expenditure accounts for August 2025.	19 to 22
(iii) To approve signatories to the Charity Bank account.	23 to 31

- 6. Support for Food Banks**
To consider the Report of the Clerk and the recommendations contained therein. 31 to 34
- 7. Llantrisant Pride 2025**
To note that the event planned for 19th – 21st September has been cancelled.
- 8. Rhondda Cynon Taf Shared Community Charter**
To note the Charter agreed in the working group between RCTCBC and the clerks of the town and community councils within Rhondda Cynon Taf and approve the adoption of the charter. 35 to 40
- 9. Castle Green (Grass Cutting)**
To consider and approve the fortnightly cutting of the Castle Green by the Council's General Maintenance team.
- 10. Allotments Matters**
To receive an update on any recent developments on the Council's allotments sites.
- 11. Local Government Pay Agreement 2025/2026**
To receive the report of the Clerk and agree to implement the Agreement from 1st April 2025. 41
- 12. Planning and Development Control**
To consider any planning applications received by Rhondda Cynon Taf County Borough Council since the last meeting. 42 to 43
- 13. Correspondence**
To receive any correspondence to the Council.
- 14. Exclusion of Public and Press**
The following motion to be 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 business to be transacted."

15. Censure Motion

To consider passing the motion proposed by Cllr Mal Davies and
Seconded by Cllr Julie Barton.

PINK
PAPER

16. Membership of Committees (Changes)

To consider proposals for changing the membership of certain
committees.

15

17. Urgent Items

To consider any matters which the Chair has determined
reasonably to be urgent.

MR. G. E. HOPKINS J.P.

CLERK TO THE COUNCIL



LLANTRISANT COMMUNITY COUNCIL

MINUTES

OF THE MEETING OF LLANTRISANT COMMUNITY COUNCIL

HELD AT 6.30PM ON TUESDAY 15TH JULY 2025, AT

LLYS Y CWM, BEDDAU.

Present

Cllr Ron Hunt (Chair)
Cllr Julie Barton
Cllr David Brown
Cllr Anne Callow
Cllr Glynne Holmes
Cllr David Myles

Cllr David Nicholas
Cllr Adam Robinson
Cllr Carys Romney
Cllr Paul Thomas
Cllr Ellie Townsend Jones

In Attendance

The Clerk to the Council (Mr. G. E. Hopkins J.P.)
Ms Cathy Davies, representing Llantrisant Guildhall and Llantrisant Pride.

FC/25-26/31 Apologies for Absence

Apologies were received from Cllrs Mal Davies, Lynne Murdoch and Catherine Preston.

FC/25-26/32 Declarations of Interest

Cllr Callow declared an interest in Item 8, in that she was involved in the organisation of the Llantrisant Pride event in September 2025.

Cllr Robinson declared that he was a member of Llantrisant and Talbot Green Together in relation to the discussion of the report from the Events and Public Engagement Committee.

FC/25-26/33 Public Representations to the Council

No representations were made.

FC/25-26/34 Minutes of the Previous Meeting

The Minutes of the Meeting of Council held on Tuesday 10th June 2025 were **approved** as a correct record and the action log **noted**.

It was **agreed** that Cllr Barton had declared an interest as a member of the committee of Litter Free Beddau and Tynant, which was omitted from the draft minutes.

FC/25-26/35 Financial Matters(i) The following accounts for payment were **agreed to:-****OFFICE**

BT	29.06.25	New broadband and telephone	£	278.05
Core Synergy	31.07.25	Web and email Provision	£	54.00
Barclaycard	15.07.25	see attached sheet	£	2,068.30
WGW	15.07.25	End of year audit	£	456.75
Tesco Mobile	23.06.27	4 x mobile contracts	£	38.67
Trustmark	15.07.25	A3 Paper	£	13.19
Toshiba Tec	31.07.25	photocopier copies Qtr I assistance setting up new office	£	103.85
AD Computers	15.07.25	Monthly Charges	£	80.00
Unity Trust	30.06.25		£	15.90

COUNCILLORS

One Voice Wales	15.07.25	Innovation Practice Conference	£	67.00
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STAFFING

HMRC	15.07.25	NI and Tax (June)	£	3,918.24
Wages	15.06.25	Salaries (June)	£	10,857.47
Pensions	15.07.25	Pensions (June)	£	3,089.32

CAERLAN

RCTCBC	15.06.25	Rates	£	494.00
SSE	25.06.25	Electricity (May)	£	76.62

LLYS Y CWM

RCTCBC	15.07.25	Rates	£	216.00
SSE	25.06.25	Electricity (May)	£	51.35
SSE	25.06.25	Gas (May)	£	37.61
Braceys	15.07.25	plasterboard (store cupboard)	£	25.06

PROJECTS

Groundwork Services	15.07.25	Tarmac Talbot Green	£	1,550.00
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WORKS DEPOT

RCTCBC	15.07.25	Rates	£	103.00
PJ Saunders	27.07.25	Rent	£	633.00

OUTSIDE WORK

Forest Park & Garden	15.07.25	oil, visor, chain	£	87.83
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VA T	
s	d/d
s	s/o
-	bac
s	s
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z	bac
z	s
o	d/d
s	s/o
s	bac
s	s

Leekes	15.07.25	screws, magnetic catches	£	32.45	s	pay
Country Timbers	15.07.25	Talbot Green Garden	£	41.22	s	bac
Toolstation	15.07.25	Hose Reel	£	42.74	s	s
<u>ALLOTMENTS</u>						
SSE	25.06.25	Electricity (May)	£	48.79	f	d/d
<u>TRANSPORT</u>						
Radius	14.07.25	Trackers monthly payment	£	24.00	s	d/d
UK Fuels	09.07.25	Diesel	£	208.93	s	d/d
<u>TOTAL</u>				£ 24,713.34		

Additional Payments

edf	15.07.25	Electricity at Beddau for June	£	98.70	f	bac
Unity Trust	31.07.25	Monthly Charges	£	15.60	o	s
RCTCBC	16.07.25	Hire of small van	£	58.38	s	d/d
RCTCBC	16.07.25	Battery for van	£	129.60	s	bac
SSE	21.07.25	Electric Works Depot	£	218.03	s	s
SSE	15.07.25	Gas Beddau (May)	£	286.35	f	d/d
British Gas	25.07.25	Gas Beddau (new contract)	£	151.96	f	d/d
Allotments Judges	15.07.25	two judges plus back payment 2024	£	150.00	s	d/d
Trade UK	15.07.25	Screwfix Account	£	120.28	o	505
Councillors	15.07.25	Renumeration & Chairs Allowance	£	4,412.00	s	bac
UPDATED TOTAL				£ 30,354.24		s

- (ii) The Income and Expenditure accounts to the end of June 2025 were **noted**.
- (iii) There being no meeting of the Council scheduled for the month of August 2025, the Council **agreed** to delegate authority to Cllrs Myles and Robinson to scrutinise and approve the Accounts for Payment for that month.

FC/25-26/36 Office Move Update

- (i) The Clerk reported that all had proceeded smoothly in the transfer of the Parish Office from Caerlan Hall to Llys y Cwm, and thanked the staff for their hard work in preparing Llys y Cwm for the move.
- (ii) Members expressed positive views on the new offices and thanked the staff for their work.

- (iii) At the suggestion of the Clerk, members **agreed** to begin thinking about possible options for the use of the space formally occupied by the office at Caerlan Hall, and **agreed** that it would be a good idea to consult community groups and others to gather opinions and gauge demand for certain services, such as meeting space or storage.

FC/25-26/25/37 **Reports from Committees**

The Minutes of the Events and Public Engagement Committee held on 11th June 2025 were approved as a correct record, and the addended Schedule of Events **approved**.

FC/25-26/25/38 **Llantrisant Pride**

- (i) Ms Cathy Davies, a representative of the Llantrisant Guildhall and Llantrisant Pride, standing in for Mr Richard Grabham (with his apologies for his absence due to a previous engagement) gave a presentation on the plans for the Llantrisant Pride festival, which would be taking place on 18th to 21st September 2025. The Council also **received** and **noted** a supporting paper which had been circulated from the organisers in support of an application for financial support.
- (ii) This would be the first ever Pride festival to take place in Llantrisant, and the Council warmly welcomed the potential to support inclusion, equalities and diversity, and an event that would be likely to bring significant footfall into the old town.
- (iii) It was **agreed** that the sum of £1,500 be provided to the event, namely for the hiring of the marquee on the Castle Green, and that this would be supplied from the following Ward Project Funds:-

Llantrisant: £500

Talbot Green: £500

Beddau and Tynant: £500

- (iv) The Council **agreed** to give permission for its logo to be displayed on the publicity material for the event, and also for the main marquee to be named as that of the Community Council.

FC/25-26/25/39 **Interpretation Boards**

- (i) The Council agreed to provide two interpretation boards for Talbot Green, along the lines of that already agreed at Minute FC/24-25/98, at an additional estimated cost of £750.
- (ii) The Council further **agreed** to provide two interpretation boards for Beddau and Tynant out of the Beddau and Tynant Project Fund (estimated cost to be £1,500)

FC/25-26/25/40 **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>
25/0660/FUL	Four modular operating theatres and a modular endoscopy suite and associated works for a temporary period of up to two years (retrospective application).	Royal Glamorgan Hospital, Hospital Road, Ynysmaerdy, Llantrisant CF72 8XR

FC/24-25/41 Correspondence

There was no correspondence.

FC/24-25/42 Urgent Business

- (i) A discussion on the occasional appearance in the old town of lorries and other heavy **vehicles exceeding the weight limit of the highway** and causing a considerable nuisance was discussed again. Cllr Ellie Townsend Jones raised the possibility of the Community Council paying for advisory (but not mandatory) signage to deter such vehicles from relying on their Satellite Navigation devices. Cllr Myles and others recalled previous discussions at Council, arising from which he had already written to Rhondda Cynon Taf County Borough Council on the very subject of signage, and received a reply. Cllr Myles read out the reply to the Meeting. Members generally felt that the Community Council had done all it could within its powers to raise the legitimate concerns of residents in this matter, and understood that the County Borough Council felt that there was sufficient signage. There was no proposal at this stage to use Community Council funds to purchase advisory signage until further evidence could be found to show that they had a demonstrable impact on drivers' choices.
- (ii) The Clerk informed Members that two **work experience students** had completed a week each in the last fortnight with the Council, and all agreed that this was a very good opportunity for the Council to offer to young people through the schools.

There being no further business, the meeting was ended at 7.40pm

CLLR RON HUNT
CHAIR OF COUNCIL

LLANTRISANT COMMUNITY COUNCIL**COUNCIL ACTIONS LOG (EXCEPTIONS) 9TH SEPTEMBER 2025**

MINUTE	ACTION	REMARKS
<u>FC/24-25/98</u>	Talbot Green Seating Area	Work undergoing on the interpretation boards,
<u>FC/24-25/130</u>	Beddau Clock	There have been some issues over electricity supply which are being resolved, RCTCBC are liaising with the National Grid on our behalf.

MR. G. E. HOPKINS J.P.**CLERK**

OFFICE

				VAT		account	
BT	30.07.25 Broadband (x4) and telephone	£	211.68	s	d/d	split	101
Core Synergy	31.08.25 Web and email Provision	£	54.00	s	s/o	4202	101
Barclaycard	12.08.25 see attached sheet	£	2,441.55	-	bacs	split	
Tesco Mobile	22.08.25 4 x mobile contracts	£	38.67	s	d/d	4205	101
Gallagher	12.08.25 Annual Insurance	£	4,801.61	o	bacs	4220	101
ICO	16.09.25 Annual Data Protection Fee	£	47.00	z	d/d	4202	101
Unity Trust	31.08.25 Monthly Charges	£	16.20	z	d/d	4215	101

STAFFING

HMRC	12.08.25 NI and Tax (July & Cllr Remunerati	£	4,546.46	z	bacs	4002	102
Wages	15.07.25 Salaries & Cllr Renumeration (July)	£	15,084.00	z	bacs	4001	102
Pensions	12.08.25 Pensions (July)	£	3,089.32	z	bacs	4003	102

CAERLAN

RCTCBC	15.08.25 Rates	£	494.00	o	d/d	4050	201
SSE	25.07.25 Electricity (June)	£	73.03	f	d/d	4060	201

LLYS Y CWM

RCTCBC	15.08.25 Rates	£	216.00	o	d/d	4050	205
SSE	25.07.25 Electricity (June)	£	49.68	f	d/d	4060	205
G Hopkins	12.08.25 Security Camera Software	£	59.99	s	bacs	4064	205
SSE	25.07.25 Gas (June)	£	34.24	f	d/d	4061	205
Braceys	12.08.25 Cement & Chippings car park	£	136.56	s	bacs	4066	205

BEDDAU CC

EDF	12.08.25 Electricity (July)	£	114.52	f	bacs	4060	203
British Gas	05.08.25 New bill (querying)	£	1,053.60	s	d/d	44061	203
SSE	01.08.25 final gas bill	£	15.64	s	d/d	4061	203

PROJECTS

OB 's Mascots	12.08.25 Beddau Fair mascot	£	200.00	z	bacs	4153	106
Gills amusements	12.08.25 Beddau Fair rides	£	1,100.00	z	bacs	4153	106

WORKS DEPOT

RCTCBC	15.08.25 Rates	£	103.00	o	d/d	4050	308
PJ Saunders	27.08.25 Rent	£	633.00	s	s/o	4073	308

OUTSIDE WORK

TradeUK	12.08.25 Screwfix Account	£	77.04	s	bacs	4103	310
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ALLOTMENTS

SSE	25.07.25 Electricity (June)	£	42.89	f	d/d	4161	305
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TRANSPORT

Porter & Rowe	12.08.25 VAT element of Insurance claim	£	577.38	v	bacs	110	
RCTCBC	12.08.25 Van Hire (July)	£	46.70	s	bacs	4073	301
Radius	14.08.25 Trackers monthly payment	£	24.00	s	d/d	4071	301
UK Fuels	06.08.25 Diesel	£	104.13	s	d/d	4070	301

TOTAL**£ 35,485.89****Additional Payments****UPDATED TOTAL****£ 35,485.89**

Credit card re-imbbursement request for August 2025

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July Expenditure

No	Date	Payee	Item	TOTAL COST	VAT	Code	Centre
65	01/07/2025	AMAZON	white board	£ 40.37	£ 6.73	4064	205
66	01/07/2025	Amazon	Noticeboards	£ 83.90	£ 13.98	4064	205
67	01/07/2025	Amazon	noticeboard pins	£ 3.98	£ 0.66	4210	101
68	01/07/2025	Lux Rewards Cashback		-£ 1.30			
69	01/07/2025	MEND A SHU	new office keys	£ 29.55	£ -	4066	205
70	07/07/2025	Amazon	viewing mirror	£ 22.99	£ 3.83	4064	205
71	07/07/2025	MARKTEK	new signage toilets	£ 59.32	£ 9.89	4064	205
72	07/07/2025	COUNTRY TIMBERS	masonry bits	£ 14.83	£ 2.47	4102	310
73	07/07/2025	APPLE.COM/BILL		£ 6.99			
74	07/07/25	Argos	mirror recycling bag rack	£ 32.75	£ 5.46	4066	205
75	09/07/25	Amazon	replacement cable	£ 5.39	£ 0.90	4064	205
76	10/07/2025	MARKTEK	welsh beacon plaque	£ 58.01	£ 9.67	4153	106
77	11/07/2025	Amazon	reception bell	£ 18.00	£ 3.00	4064	205
78	12/07/25	Amazon	moniotr ext	£ 5.45	£ 0.91	4202	101
79	14/07/25	RS COMPONENTS	Mower Belts	£ 118.49	£ 19.75	4102	310
80	14/07/25	Amazon	hearing loop stickers	£ 5.74	£ 0.96	4064	205
81	15/07/2025	WWW.LEEKES.CO.UK	monthly account	£ 40.92		split	
82	15/07/25	Amazon	mirrors for toilets	£ 23.98	£ 4.00	4066	205
83	16/07/25	Amazon	refund	-£ 31.43		4064	205
84	17/07/25	TESCO	kitchen supplies allotment com	£ 96.03	£ 13.73	4064	205
85	19/07/25	ZOOM	meeting software	£ 12.99	£ -	4202	101
86	22/07/25	Amazon	trimmer head	£ 12.34	£ 2.06	4102	310
87	22/07/25	Amazon	Trimmer head	£ 16.14	£ 2.69	4102	310
88	28/07/25	SP FLAG BUNTING STORE	Pride flags	£ 143.75		4153	106
89	29/07/25	Canva	marketing software	£ 12.99	£ 2.16	4153	106
90	30/07/25	RYCON POWER TOOL LTD	deposit hedge trimmer hire	£ 100.00		4102	310

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Credit card re-imbbursement request for August 2025

Actual Bill **TOTAL** £ 932.17

Paying in advance so card not near limit.

91	11/08/25	currys	laptop	£ 429.00	£ 71.50	4255	101
92	12/08/25	Dell	2 x desktop	£ 1,080.38	£ 180.06	4255	101

TOTAL £ 2,441.55

				Office Use			
OFFICE				VAT		account	code
BT	30.08.25 Broadband (x4) and telephone	£	226.43	s	d/d	split	101
Core Synergy	30.09.25 Web and email Provision	£	54.00	s	s/o	4202	101
Barclaycard	09.09.25 see attached sheet	£	1,122.26	-	bacs	split	
Tesco Mobile	22.09.25 4 x mobile contracts	£	38.67	s	d/d	4205	101
Vikingg	09.09.25 paper, envelopes, pens, pouches	£	109.20		bacs	4206	101
Trustmark	09.09.25 Chair Repair	£	60.00	s	bacs	4255	101
PEAC	22.09.25 Copier Lease	£	348.16	s	d/d	4200	101
STAFFING							
HMRC	09.09.25 NI and Tax (Aug)	£	3,918.24	z	bacs	4002	102
Wages	15.08.25 Salaries (Aug)	£	10,857.47	z	bacs	4001	102
Pensions	09.09.25 Pensions (Aug)	£	3,089.32	z	bacs	4003	102
CAERLAN							
RCTCBC	15.09.25 Rates	£	494.00	o	d/d	4050	201
Welsh Water	12.09.25 Water (Feb to Aug)	£	232.04	o	d/d	4055	201
Initial	09.09.25 M I Unit (Aug to March)	£	156.47	s	bacs	4065	201
SSE	25.08.25 Electricity (July)	£	50.56	f	d/d	4060	201
SSE	04.09.25 Gas	£	176.55	f	d/d	4061	201
LLYS Y CWM							
RCTCBC	15.09.25 Rates	£	216.00	o	d/d	4050	205
SSE	25.08.25 Electricity (July)	£	58.38	f	d/d	4060	205
Initial	09.09.25 M I Unit (Aug - March)	£	156.47	s	bacs	4065	205
BEDDAU CC							
Initial	09.09.25 M I Unit (Aug - Dec)	£	77.14	s	bacs	4065	203
WORKS DEPOT							
RCTCBC	15.09.25 Rates	£	103.00	o	d/d	4050	308
PJ Saunders	27.09.25 Rent	£	633.00	s	s/o	4073	308
OUTSIDE WORK							
Country Timbers	09.09.25 screws, bolts, wood	£	17.24	s	bacs	4103	310
ALLOTMENTS							
Welsh Water	12.09.25 Southgate Allotments Water	£	21.29	o	d/d	4160	305
Welsh Water	12.09.25 Brynteg Allotments Water	£	43.27	o	d/d	4161	305
SSE	25.08.25 Electricity (Brynteg)	£	41.88	f	d/d	4161	305
TRANSPORT							
RCTCBC	12.08.25 Van Hire (July)	£	46.70	s	bacs	4073	301
Radius	15.09.25 Trackers monthly payment	£	24.00	s	d/d	4071	301
TOTAL		£	22,371.74				

Additional Payments

UPDATED TOTAL £ 22,371.74

Credit card re-imbursement request for September 2025

August Expenditure Expenditure

No	Date	Payee	Item	TOTAL COST	VAT	Code	Centre
93	31/07/2025	Tudor Environmental	Fertiliser, Litter Pickers	£147.80		split	
94	04/08/2025	Rycon	deposit refund	-£6.88			
95	11/08/2025	Amazon	Toilet Seats	£79.77	£ 13.29	4066	205
96	11/08/2025	Amazon	refreshments	£19.79	£ 3.30	4153	106
97	11/08/2025	Amazon	Mats	£50.97	£ 8.49	4210	101
98	14/08/2025	Leekes	monthly account	£12.99	£ 2.16	4103	310
99	18/08/2025	Paints 4 Trade	Paint for Railings	£147.98	£ 24.66	4066	205
100	18/08/2025	BAKER ROSS	Craft activities	£105.79	£ 17.63	4153	106
101	18/08/2025	NISBETS UK	Cleaning Materials	£140.00	£ 22.40	4063	split
102	18/08/2025	Amazon	Mop buckets	£26.71	£ 4.45	4063	split
103	19/08/2025	NISBETS UK	Soap Dispensers & Soap	£80.71	£ 13.45	4066	203
104	19/08/2025	Zoom	Meeting Software	£12.99	£ -	4202	101
105	22/08/2025	SP KRD EQUIPMENTS	Ban Marie	£115.14		4153	106
106	26/08/2025	hivis.co.uk	Hi Viz	£42.17	£ 7.03	4153	106
107	27/08/2025	Microsoft	Microsoft software	£104.99		4202	101
108	29/08/2025	Canva	Poster software	£12.99	£ 2.16	4153	106
109	29/08/2025	Amazon	leave calendar, cables	£28.35	£ 4.73	split	101
			TOTAL	£1,122.26			

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TOTAL				£0.00			

Date 02/09/2025

Llantrisant Community Council Current Year

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Time 10:24

Council Detail Report 31/08/2025

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
INCOME						
101 Administration						
1011 Photocopying	78	100	22			78.3%
1110 Interest	1,538	3,500	1,962			43.9%
Subtotal	1,616	3,600	1,984	0	0	44.9%
103 Precept						
1101 Precept	112,033	336,100	224,067			33.3%
Subtotal	112,033	336,100	224,067	0	0	33.3%
201 Caerlan						
1000 Hall Hire	2,325	6,500	4,175			35.8%
Subtotal	2,325	6,500	4,175	0	0	35.8%
203 Beddau Community Centre						
1000 Hall Hire	6,275	12,000	5,726			52.3%
Subtotal	6,275	12,000	5,726	0	0	52.3%
205 Lllys y Cwm						
1000 Hall Hire	37	1,000	964			3.6%
Subtotal	37	1,000	964	0	0	3.6%
305 Allotments						
1007 Penygawsi Allotments	0	51	51			0.0%
1008 Brynteg Allotments	0	83	83			0.0%
1009 Tynant Allotments	0	78	78			0.0%
1010 Pencoedcae Allotment	0	94	94			0.0%
Subtotal	0	306	306	0	0	0.0%
310 Outside Work						
1012 Footpath Agency Agreement	0	835	835			0.0%
Subtotal	0	835	835	0	0	0.0%
TOTAL INCOME	122,285	360,341	238,056	0	0	33.9%

EXPENDITURE

101 Administration						
4200 Photocopying	416	1,800	1,384		1,384	23.1%
4202 Computer Costs	2,026	3,300	1,274		1,274	61.4%
4204 Postage	0	50	50		50	0.0%
4205 Telephones	494	1,250	756		756	39.5%
4206 Stationery	89	300	211		211	29.5%
4210 Sundries	16	100	84		84	15.8%
4215 Audit Fees & Bank charges	938	1,400	462		462	67.0%
4220 General Insurance	4,802	4,700	(102)		(102)	102.2%
4240 Elections	0	2,000	2,000		2,000	0.0%
4250 Contingency Fund	0	6,000	6,000		6,000	0.0%
4255 Office Equipment	1,258	1,000	(258)		(258)	125.8%

Continued over page

Date 02/09/2025

Llantrisant Community Council Current Year

Page 2

Time 10:24

Council Detail Report 31/08/2025

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Subtotal	10,037	21,900	11,863	0	11,863	45.8%
102 Staffing						
4001 Salaries	53,701	135,000	81,299		81,299	39.8%
4002 PAYE & NI Contributions	14,912	36,000	21,088		21,088	41.4%
4003 Pension contributions	12,427	29,000	16,573		16,573	42.9%
4010 Occupational Health	0	500	500		500	0.0%
4015 Training	0	1,000	1,000		1,000	0.0%
4020 Work wear	15	1,000	985		985	1.5%
4025 Staff Expenses	0	300	300		300	0.0%
Subtotal	81,056	202,800	121,744	0	121,744	40.0%
105 Grants						
4152 Beddau & Tynant Wards	0	9,000	9,000		9,000	0.0%
4154 General Grants	0	2,500	2,500		2,500	0.0%
4155 Community Library	0	6,000	6,000		6,000	0.0%
4156 Talbot Green & Llantrisant	0	11,000	11,000		11,000	0.0%
4165 Llantrisant Guildhall Grant	1,500	0	(1,500)		(1,500)	0.0%
4168 Llantrisant Guildhall	0	1,500	1,500		1,500	0.0%
Subtotal	1,500	30,000	28,500	0	28,500	5.0%
106 Projects						
4106 Defibrillators and Supplies	0	300	300		300	0.0%
4150 Llantrisant Ward	48	6,246	6,198	3,817	2,381	61.9%
4151 Talbot Green Ward	1,409	8,034	6,626	2,250	4,376	45.5%
4152 Beddau & Tynant Wards	0	9,424	9,424		9,424	0.0%
4153 Events/Public Relations	2,727	6,000	3,273		3,273	45.5%
4157 Christmas	97	12,000	11,903		11,903	0.8%
4158 Floral Displays	2,841	4,000	1,159		1,159	71.0%
4159 Charter of Friendship	0	250	250		250	0.0%
4167 Food Bank Donations	0	5,000	5,000		5,000	0.0%
Subtotal	7,122	51,254	44,132	6,067	38,065	25.7%
107 Councillors						
4225 Chairs Allowances	465	1,465	1,000		1,000	31.7%
4226 Councillor Allowances	4,612	4,500	(112)		(112)	102.5%
4230 OVW Membership	0	2,800	2,800		2,800	0.0%
4231 Councillor Training	67	1,664	1,597		1,597	4.0%
4232 Travel & Subsistence	0	250	250		250	0.0%
Subtotal	5,144	10,679	5,535	0	5,535	48.2%
201 Caerlan						
4050 Rates	2,472	5,400	2,928		2,928	45.8%
4055 Water Charges	0	600	600		600	0.0%
4060 Electricity	269	1,100	832		832	24.4%
4061 Gas	954	2,500	1,546		1,546	38.1%
4062 Broadband	170	0	(170)		(170)	0.0%
4063 Cleaning Materials	57	300	243		243	18.9%
4065 Maintenance Contracts	1,020	3,000	1,980		1,980	34.0%
4066 Repairs & maintenance	8	1,500	1,492		1,492	0.6%

Continued over page

Date 02/09/2025

Llantrisant Community Council Current Year

Page 3

Time 10:24

Council Detail Report 31/08/2025

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Subtotal	4,948	14,400	9,452	0	9,452	34.4%
203 Beddau Community Centre						
4060 Electricity	702	2,200	1,498		1,498	31.9%
4061 Gas	1,245	5,000	3,755		3,755	24.9%
4062 Broadband	201	450	249		249	44.8%
4063 Cleaning Materials	57	300	243		243	18.9%
4065 Maintenance Contracts	150	1,200	1,050		1,050	12.5%
4066 Repairs & maintenance	345	2,500	2,155		2,155	13.8%
Subtotal	2,700	11,650	8,950	0	8,950	23.2%
205 Llys y Cwm						
4050 Rates	1,078	2,300	1,222		1,222	46.9%
4055 Water Charges	78	600	522		522	13.1%
4060 Electricity	198	800	602		602	24.7%
4061 Gas	237	1,200	963		963	19.8%
4062 Broadband	73	450	377		377	16.3%
4063 Cleaning Materials	90	300	210		210	30.1%
4064 Refurbishment	16,324	20,000	3,676		3,676	81.6%
4065 Maintenance Contracts	646	1,400	754		754	46.1%
4066 Repairs & maintenance	535	2,500	1,965		1,965	21.4%
Subtotal	19,260	29,550	10,290	0	10,290	65.2%
301 Transport						
4070 Fuel	492	1,400	908		908	35.2%
4071 Repairs, Service, MOT	378	1,200	822		822	31.5%
4072 Road Tax	0	360	360		360	0.0%
4073 Rent	125	550	425		425	22.7%
4074 Insurance	0	1,700	1,700		1,700	0.0%
4090 New Van Fund	0	4,000	4,000		4,000	0.0%
Subtotal	996	9,210	8,214	0	8,214	10.8%
305 Allotments						
4160 Penygawsi Allotments	0	600	600		600	0.0%
4161 Brynteg Allotments	310	600	290		290	51.6%
4162 Tynant Allotments	591	600	9		9	98.5%
4163 Pencoedcae Allotments	270	600	330		330	45.0%
Subtotal	1,171	2,400	1,229	0	1,229	48.8%
308 Workshop						
4050 Rates	292	1,000	708		708	29.2%
4055 Water Charges	90	250	160		160	36.0%
4060 Electricity	612	1,500	888		888	40.8%
4062 Broadband	145	350	205		205	41.3%
4066 Repairs & maintenance	0	200	200		200	0.0%
4073 Rent	2,638	6,500	3,863		3,863	40.6%
4074 Insurance	506	560	54		54	90.4%
4210 Sundries	0	100	100		100	0.0%
Subtotal	4,283	10,460	6,177	0	6,177	40.9%

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Date 02/09/2025

Llantrisant Community Council Current Year

Page 4

Time 10:24

Council Detail Report 31/08/2025

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
310 Outside Work						
4102 Machine Repairs & Spares	2,385	2,500	115		115	95.4%
4103 Outside Work	1,631	3,000	1,369		1,369	54.4%
4105 Street Furniture	1,115	2,000	885		885	55.7%
4110 Outside Equipment	0	1,500	1,500		1,500	0.0%
Subtotal	5,132	9,000	3,868	0	3,868	57.0%
TOTAL EXPENDITURE	143,349	403,303	259,954	6,067	253,887	37.0%
Total Income	122,285	360,341	238,056			33.9%
Total Expenditure	143,349	403,303	259,954	6,067	253,887	37.0%
Net Income over Expenditure	(21,063)	(42,962)	(21,899)			
plus Transfer from EMR	763					
less Transfer to EMR	0					
Movement to/(from) Gen Reserve	(20,301)	(42,962)	(22,661)			

The Charity Bank Limited
 Fosse House, 182 High Street, Tonbridge, TN9 1BE
 +44 (0) 1732 441900
 enquiries@charitybank.org
 charitybank.org



Private & Confidential

Llantrisant Community Council
 Att: Mrs Alison Jenkins
 Parish Office
 Newbridge Road
 Llantrisant
 Pontyclun
 CF72 8EX

18 July 2025

Dear Mrs Jenkins,

Charity Bank – Confirming Your Primary Contact Details

To ensure we can contact you directly, securely, and efficiently with any service notifications about your account(s) or updates on what the bank has been doing, we need you to appoint a primary contact.

The importance of the Primary Contact

The primary contact is the person to whom all communications, service notifications, and statements will be addressed. This individual is responsible for providing the necessary consent to receive marketing materials for your organisation, such as our e-newsletter, which includes updates on future product and service enhancements.

You are currently elected to receive communications on behalf of your organisation but are not an authorised signatory. Whilst this arrangement may have been suitable historically, due to the way we need to hold marketing consent in our system and our plans to introduce online services, moving forward, the individual designated as the primary contact must be one of the authorised signatories on your account mandate.

What do you need to do now?

Please confirm the name of the individual who will serve as your primary contact in the future by completing the enclosed Mandate Variation Form, a guidance document is also provided to assist with the completion of the form.

These documents can also be downloaded from our website via the useful forms section of our document library: <https://www.charitybank.org/savings-accounts-document-library/#usefulforms> if you need to update this or other details about your organisation in the future.

If you have any questions about this letter, please email us via enquiries@charitybank.org or call us on 01732 441944 - our phone lines are open from 9am to 5pm on business days. Closed bank holidays.

On behalf of the Charity Bank team and the charities and social enterprises we work with, may I thank you for your support and for using your money to make a difference.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Justin Halls".

Justin Halls
Head of Savings Operations

Registered Office: The Charity Bank Limited, Fosse House, 182 High Street, Tonbridge, TN9 1BE. Company registered in England and Wales No. 4330018. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Financial Services Register No. 207701. Member of the Financial Services Compensation Scheme (FSCS).

Mandate Variation Form Guidance



This document is designed to provide you with guidance on how to complete the Mandate Variation Form (MVF), if you require further assistance please contact our Savings team by phone: 01732 441944 or email enquiries@charitybank.org.

Completion of the MVF will enable you to tell us who you wish to add or remove from your existing mandate and/or any changes to key individuals in your organisation, such as the primary contact.

Please note that only one operating mandate will be maintained to cover all deposit accounts held by you. Any changes provided on submission of the MVF will replace your organisation's existing mandate(s).

Please ensure:

- You complete the form clearly in full using BLOCK CAPITALS and include all information requested under any applicable sections.
- The form and any interim instructions are signed in accordance with your current mandate, until you receive written confirmation that your new mandate is in place.
- If any individuals mentioned on the form have lived at their current address for less than three years, they must also provide their address history for the previous three years as indicated on the form.
- If you are unable to have the form signed in accordance with the current mandate, we shall require the quorum listed under your operating rules to enable us to bring your mandate up to date. In addition, please provide a copy of the meeting minutes where the changes were approved along with personal details for all signers so we can identify their authority. If you have any difficulty with this requirement, please contact us to discuss further.

Section 1 - Name of Organisation

Provide the full organisation name we hold on record. If there has been a change to the organisation name you can inform us of this here, we shall contact you if we require any documentation to support processing this change.

Section 2 - Address & Primary Contact

We ask that you reconfirm your UK registered address and correspondence address (if different). We also require you to confirm who the primary contact for the organisation is.

The primary contact is the individual to whom all communications, service notifications and statements will be addressed to. For existing savers, where this is unclear, we will use the first signatory named on the most recent application processed, as the primary contact. Please note that the primary contact MUST be a signatory on the mandate.

The primary contact is also responsible for providing the relevant consent to receive marketing for your organisation, such as our e-newsletter which will provide updates on future product and service enhancements we may make (see Section 8 - Use of Information).

Ensuring this information is up to date allows us to contact you directly, securely, and efficiently with any service notifications about your account(s) and helps protect you from impersonation fraud.

Section 3 - New Signatories

We understand changes occur with personnel within organisations, here you can advise us of new individuals that are to be added as signatories on the mandate. Any individual named must be a permanent UK resident and able to provide all the information requested, including a unique email address and mobile number. By providing their specimen signature within the MVF, they are agreeing to their personal information being used to satisfy our 'know your customer' requirements, detailed under the Use of Information section in the form.

Section 4 - Signatories to be removed

As mentioned above personnel changes can also lead to you advising us of the removal of any current signatories from your mandate by providing the information requested under this section and ensuring the form is signed as instructed under Section 9.

Section 5 - Signing rules for your account(s)

Following any changes you indicate are required to your mandate (sections 3 & 4) under a MVF, we ask you to confirm the signing rules you wish to have in place once the changes are completed. Please note your mandate (who can sign) and these signing rules (how many to sign) will be applied across all your savings' accounts held with Charity Bank. If this section is not completed, we will assume that the existing signing rules on your account should continue. We shall contact you if any changes to signatories under sections 3 & 4 effect these rules.

Section 6 - Changes to governance and/or ownership

This section provides guidance on what other possible changes there may have been to your organisation and if you need to provide us with the personal information for any other key individuals within your organisation under Section 7, which will ensure we are able to maintain our full know your client (KYC) and anti-money laundering (AML) checks.

Section 7 - Key Individuals associated with your organisation

Please complete this section if there have been any changes to key individuals within your organisation, using the guidance provided under Section 6.

Section 8 - Use of Information

Provides detail on how we shall share, store and use the personal information obtained on the form in line with our Privacy Notice. Also confirms how we will stay in touch with your organisation to issue service notifications and requests confirmation of optional channels of marketing, such as our e-newsletter. Any consent to these communications is deemed to be from and managed by the primary contact.

Section 9 - Declaration of changes

This section must be signed in accordance with your current signing mandate and authorised signatories, even if you are making changes to this. As stated earlier if this is not possible, we shall require the form to be signed in line with the quorum listed under your operating mandate rules. Should you need assistance with this, please contact the Savings team using the details below.

Once your form has been received we will review and process the changes if deemed acceptable to do so. If we require any further information, we will contact you to discuss this. Confirmation will be issued that the requested changes have been carried out.

If you have any further questions, please do not hesitate to contact our Savings team by phone: 01732 441944 or email: enquiries@charitybank.org.

Mandate Variation Form

Tell us of changes to your operating mandate and to key individuals in your organisation.



Please complete in block capitals and return this form to:
Charity Bank, Fosse House, 182 High Street, Tonbridge, Kent TN9 1BE

We understand that challenging situations, whether temporary or permanent, can make it more difficult to apply for and maintain your account with us. Please refer to our **Customer Support** guidance on our website at www.charitybank.org/support or contact us by phone: 01732 441944 or email enquiries@charitybank.org should any individual in your organisation need any support before completing this form. In this form you will be given the opportunity to tell us about any requirements that you or any individual in your organisation may have, including any circumstances that may affect your decision-making or engagement with us, so we can record them against your account(s) to ensure we provide the right support.

FOR OFFICE USE
Customer ID number

A guidance document to assist completion of this form is available under our Savings Document Library, Useful Forms section at <https://www.charitybank.org/savings-accounts-document-library/#usefulforms> or a copy can be issued to you upon request to the Savings team.

1. Name of Organisation

Full organisation name (on record)

LLANTRISANT COMMUNITY COUNCIL

Change to organisation name
(if applicable) leave blank if no change

Account Number(s)

To help locate your records

2. Address & Primary Contact Details

Registered address

LLYF Y CWM
GWANNISKIN ROAD, BEDDAN
CF38 2AU

Postcode

Please tick if this is a change to
what is held on record



Correspondence address (if different)

Postcode

Please tick if this is a change to
what is held on record



Primary Contact for communication & marketing (Refer to Section 8)

The person elected must be a current signatory on the mandate. They agree to receive communications, such as service notifications and statements, alongside any marketing communications if elected on behalf of the organisation as detailed under the Use of Information section in this form.

Title (Eg. Mr/Miss/Ms/Mrs/Other)

Full Name

Primary Contact mobile phone

Primary Contact email

3. New Signatories

Please complete the personal details of any new persons to be added to the mandate. All individuals named must be permanent UK residents. Should this cease to be the case you must notify us immediately. By providing your specimen signature you are agreeing to your personal information being used to satisfy our 'know your customer' requirements, detailed under the Use of Information section in this form.

Person One

Title (Eg. Mr/Miss/Ms/Mrs/Other)

Full Name

Previous Name (if changed)

Date of change (dd/mm/yyyy)

/ /

Country of Birth

Date of Birth (dd/mm/yyyy)

/ /

Confirm you're a UK resident

Yes

Country of residence for Tax purposes

Home Address

Postcode

Time at home address

Years

Months

Previous address (Required if at current address less than 3 years)

Postcode

Email address (unique to individual)

Mobile number

Do you require any further support?
Please provide details in the box provided or in separate cover.

Would you like assistance with any of the following?

☐ Large Font

☐ Braille

☐ Audio

Position (held with the business)

☐ Director

☐ Member

☐ Partner

☐ Person with Significant control

☐ Trustee

☐ Other: specify

Are you a shareholder?

☐ Yes

☐ No

Do you own a 25% share or more in the business?

☐ Yes

☐ No

Specimen Signature

Print Name

Person Two

Title (Eg. Mr/Miss/Ms/Mrs/Other)

Full Name

Previous Name (if changed)

Date of change (dd/mm/yyyy)

/ /

Date of Birth (dd/mm/yyyy)

/ /

Country of Birth

Country of residence for Tax purposes

Confirm you're a UK resident

Yes

Home Address

Postcode

Time at home address

Years

Months

Previous address (Required if at current address less than 3 years)

Postcode

Email address (unique to individual)

Mobile number

3. New Signatories (Cont.)

Do you require any further support?
Please provide details in the box
provided or in separate cover.

Would you like assistance with any of the following?

☐ Large Font ☐ Braille ☐ Audio

Position (held with the business)

☐ Director

☐ Member

☐ Partner

☐ Person with Significant control

☐ Trustee

☐ Other: specify

Are you a shareholder?

Do you own a 25% share or more in the business?

☐ Yes

☐ No

Specimen Signature

Print Name

Person Three

Title (Eg. Mr/Miss/Ms/Mrs/Other)

Full Name

Previous Name (if changed)

Date of change (dd/mm/yyyy)

/ /

Date of Birth (dd/mm/yyyy)

/ /

Country of Birth

Country of residence for Tax purposes

Confirm you're a UK resident

☐ Yes

Home Address

Postcode

Time at home address

☐ Years

☐ Months

Previous address (Required if at
current address less than 3 years)

Postcode

Email address (unique to individual)

Mobile number

Do you require any further support?
Please provide details in the box
provided or in separate cover.

Would you like assistance with any of the following?

☐ Large Font ☐ Braille ☐ Audio

Position (held with the business)

☐ Director

☐ Member

☐ Partner

☐ Person with Significant control

☐ Trustee

☐ Other: specify

Are you a shareholder?

☐ Yes

☐ No

Do you own a 25% share or more in the business?

☐ Yes

☐ No

Specimen Signature

Print Name

If you need to provide details for more than three individuals please use a separate sheet, setting out for each person the same information requested here.

4. Signatories to be removed

Please list any current signatories that are to be removed.

Person One

Title (Eg. Mr/Miss/Ms/Mrs/Other)

Full name

Position (held with the organisation)

Date the signatory should be removed

/ /

Person Two

Title (Eg. Mr/Miss/Ms/Mrs/Other)

Full name

Position (held with the organisation)

Date the signatory should be removed

/ /

Person Three

Title (Eg. Mr/Miss/Ms/Mrs/Other)

Full name

Position (held with the organisation)

Date the signatory should be removed

/ /

If you need to provide details for more than three individuals please use a separate sheet, setting out for each person the same information requested here.

5. Signing rules for your account(s)

Please confirm the signing rules that should apply for your account(s) following the changes requested in this form. If the section is not completed we will assume that the existing signing rules on your account(s) should continue. We shall contact you if any changes on this form effect these rules.

Tick an appropriate box

Any two signatures

All signatories must sign

One specific person

Any other combination

Name

Names

6. Changes to governance and/or ownership

To enable Charity Bank to maintain required full know your client (KYC) and anti-money laundering (AML) checks, when necessary, please also complete section 7 of this form to advise us of any changes to key individuals associated with your organisation (not captured in sections 3 & 4), beneficial ownership (over 25% of issued shares) and persons with significant control.

The requirements differ between incorporated and unincorporated organisations and are explained in the guidance below.

AML requirements for incorporated organisations (limited companies and limited partnerships)

The personal details, to include, full names, dates of birth and address for last 3 years of;

- Two Directors
- All Beneficial Owners (shareholding greater than 25%)
- All Persons with Significant Control

AML requirements for unincorporated organisations (mutual, trusts, partnerships, faith groups, clubs, unincorporated associations/charities)

The personal details, to include, full names, dates of birth and address for last 3 years of;

- 25% (minimum 2 - maximum 4) of members of the management body, rounded up to the nearest whole number.

For Trusts, we require the personal details for all trustees, settlors, and beneficiaries.

7. Key Individuals associated with your organisation

(Please complete this section per the guidance provided under Section 6)

Person One

Title (Eg. Mr/Miss/Ms/Mrs/Other)

Full Name

Previous Name (if changed)

Date of change (dd/mm/yyyy)

Date of Birth (dd/mm/yyyy)

Country of residence for Tax purposes

Home Address

Postcode

Previous address (Required if at current address less than 3 years)

Postcode

Email address (unique to individual)

Do you require any further support?
Please provide details in the box provided or in separate cover.

Would you like assistance with any of the following?

Position (held with the business)

Are you a shareholder?

Specimen Signature

Print Name

Person Two

Title (Eg. Mr/Miss/Ms/Mrs/Other)

Full Name

Previous Name (if changed)

Date of change (dd/mm/yyyy)

Date of Birth (dd/mm/yyyy)

Country of residence for Tax purposes

Home Address

Postcode

Previous address (Required if at current address less than 3 years)

Postcode

Email address (unique to individual)

Do you require any further support?
Please provide details in the box provided or in separate cover.

Would you like assistance with any of the following?

Position (held with the business)

Country of Birth

Confirm you're a UK resident

Yes

Time at home address

Years

Months

Mobile number

Large Font

Braille

Audio

Director

Member

Partner

Person with Significant control

Trustee

Other: specify

Yes

No

Do you own a 25% share or more in the business?

Yes

No

7. Key Individuals associated with your organisation (Cont.)

Are you a shareholder?

Yes

No

Do you own a 25% share or more in the business?

Yes

No

Specimen Signature

Print Name

Person Three

Title (Eg. Mr/Miss/Ms/Mrs/Other)

Full Name

Previous Name (if changed)

Date of change (dd/mm/yyyy)

/ /

Date of Birth (dd/mm/yyyy)

/ /

Country of Birth

Country of residence for Tax purposes

Confirm you're a UK resident

Yes

Home Address

Postcode

Time at home address

Years

Months

Previous address (Required if at current address less than 3 years)

Postcode

Mobile number

Email address (unique to individual)

Do you require any further support?

Please provide details in the box provided or in separate cover.

Would you like assistance with any of the following?

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Audio

Position (held with the business)

Director

Member

Partner

Person with Significant control

Trustee

Other: specify

Are you a shareholder?

Yes

No

Do you own a 25% share or more in the business?

Yes

No

Specimen Signature

Print Name

Beneficial Owners / Persons with Significant Control

Please use this area to provide information of any changes to ownership/control where they are an organisation. We may need to contact you for further information, should it be required.

Do you want to add?

Yes

Full organisation name

Registration number

Registered address

Post Code

Do you wish to remove?

Yes

Full organisation name

Registration number

Registered address

Post Code

If you need to provide details for more than three individuals or one organisation, please use a separate sheet, setting out for each person/organisation the same information requested here.

8. Use of information

We will share the personal data provided in this form in relation to each named contact with selected Credit Reference Agencies for the purposes of verifying the identity of individuals referred to in this form. The details of the agencies we use and their privacy policies can be found within our Privacy Notice on our website. A record of this initial "soft search" will be kept on our file and will leave a non-detrimental footprint on the credit file of the relevant individuals, which will not be viewable by any other organisation. We do not base our decisions solely on this information, and so we may ask individuals to provide additional information if the electronic search is not successful. We may involve other trusted third parties in the processing of your personal data and where we do so we make this clear in our Privacy Notice.

We will stay in touch with your organisation:

- by post, phone and email, as necessary to run and monitor your account (service notifications); and
- by the channel(s) you have selected below to:
- invite you to our annual Impact Awards ceremony - an opportunity to meet people from some of the wonderful organisations to which we are providing loan finance, supported by our savers; and
- send you our e-newsletter from time to time, with inspiring case studies, thought provoking blogs and our latest news, events and offers, so that you can see how savings accounts are being used to support charities and social enterprises across the UK and become part of the wider Charity Bank community. All emails include an unsubscribe link and you may object to receiving this communication at any time. Please note that this can only be sent to you by email and so if you do not select email, you will not receive the e-newsletter.

Select channel(s): tick an appropriate box: Post ☐ email ☐ phone ☐

All correspondence will be addressed to the primary contact details on record.

Changing the way we process your data: If any of the individuals named on this form would like to change the way we process their data at any time, please ask them to contact enquiries@charitybank.org.

9. Declaration of changes

To enable us to carry out your request, we require this form to be signed in accordance with your current signing rules. By signing this Declaration/instruction you confirm that you have read, understand and agree to the points below:

1. I/We agree to be bound by the terms and conditions of the account(s) as set out in Charity Bank's, Terms for organisations, Terms for Easy Access Account (the Bank's terms and conditions document) and the Additional Terms and Summary Box information sheet.
2. I/We acknowledge having read a copy of the Privacy Notice referred to in the Use of Information section and that I/We understand the basis upon which my/our information will be used and shared and that I/We are satisfied to proceed with this request.
3. I/We authorise you to act on the instructions of the authorised signatories in line with signing rules as set out in this form and Declaration. I/We also agree and acknowledge that I/we will not hold the Bank responsible if the organisation suffers a loss as a result of you acting on the authority and instructions of the authorised signatories. I/We will tell you immediately in writing if the authorised signatories are to be changed.
4. We authorise the Bank to act on any instructions concerning our account(s) in accordance with the authorities set out in this request.
5. I/We declare that the information provided on this form is true and accurate.

Signature One

Print name

Date of change (dd/mm/yyyy)

/ /

Signature Two

Print name

Date of change (dd/mm/yyyy)

/ /

Signature Three

Print name

Date of change (dd/mm/yyyy)

/ /

If you are no longer able to have this form signed in accordance with the current mandate, we shall require the quorum listed under your operating rules to enable us to process changes in this form. In addition, please provide a copy of the meeting minutes where the changes were approved. Please provide the personal details for all signers so we can identify their authority. If you have any difficulty with this requirement, please contact us to discuss further.

CYNGOR CYMUNED LLANTRISANT
LLANTRISANT COMMUNITY COUNCIL



COUNCIL MEETING

8TH JULY 2025

REPORT OF THE CLERK

SUPPORT FOR FOOD BANKS

Background

1. Llantrisant Community Council considered its support for local food banks under its Community Assistance budget at the meetings of the Finance and General Purposes Committee on 26th November 2024, and again at full Council on 10th December 2024.
2. Members of the Council agreed that they would continue to provide funds to support measures to alleviate food poverty in the community council's area during 2025/2026. The allocation in the budget for this financial year is £5,000.

Several Bids for the Fund

3. Members considered bids into this fund from three separate organisations which provide services to residents living within the Council's jurisdiction. Those bids came from the following:-

Cwm and Llantwit Welfare Hall Scheme

4. The (now-disbanded) Beddau Food Hub originally operated from the Welfare Hall, supported by surplus food collections via Camau Cyntaf I Ddysgu CBC and Neighbourly.
5. Surplus food has continued to be shared at the Hall. Their submission proffers that collaboration could offer not just food support, but wider opportunities, including volunteer training and community signposting to additional services.
6. In their submission to the Finance and General Purposes Committee last November, the trustees welcomed the return of the Food Hub, especially if funding could be

secured, as this could improve storage efficiency and community outreach. The trustees were also open to supporting other community groups in becoming recognised charities or constituted groups, helping them to apply for funding. There was a strong desire to transform the Welfare Hall into a vibrant, participatory Community Hub, building capacity and confidence among local people.

BLT Food Hub.

7. The BLT Food Hub moved from the Welfare Hall to Beddau Community Centre in 2023 and works principally through local schools to provide parcels to persons or families in need. In their report to the FGP Committee in November last, they expressed a desire to investigate the best way to support older members of the community.
8. BLT rents space from the Council at Beddau Community Centre at a cost of £150 per calendar month. Last year, BLT has received the whole of the Community Assistance Fund (£5,000) and in 2023/2024 received £5,000 which was half the Fund available (the other half being available to the Taff Ely Food Bank at Coedcae Lane).

Salem Foodbank

9. Although Salem operates from Salem Baptist Church in Tonteg, their record keeping shared with us shows that 30 of the 55 persons they helped last year were residents of the Llantrisant Community Council area (23 from Beddau and Tynant, and 7 from Llantrisant and Talbot Green).
10. Salem originally put in a request for grant funding during the grant scheme window for 2024/2025, but Members decided to draw it together with its consideration of funding of food banks in general. That original grant application was for £2,000.

Proposed Collaboration

11. Members agreed that it would be to the advantage of the community and in particular those in need, were the several organisations to work more closely together, and achieve more through collaboration than they might separately.
12. On 2nd January 2025 I wrote to the three organisations to express these hopes and to encourage them to hold conversations with each other to explore ways in which they could work together to achieve the best outcomes for the investment of public funds.

13. My understanding from being copied in to some, but not all correspondence between the organisations is that they did meet together and have had discussions in response to my letter, all taking place over a period of a few months.

No Agreement

14. Regrettably, it does not seem that the three organisations have come to any agreement. Each organisation has now written to bid separately for financial assistance from the Council. Salem's initial request was for £2,000.
15. Neither the Welfare nor the BLT Food Hub have made a specific request, but there appears to be a general agreement that the fund should be divided equally between the three organisations.

Conclusions and Recommendation

16. Members may consider that it would be to be reasonable, given that all three organisations are serving residents of the Council's jurisdiction to distribute the Community Assistance fund equitably between the three organisations, with an uplift to the BLT Food Hub to acknowledge that they pay rent for their accommodation.
17. It is therefore recommended that the Community Assistance fund be allocated as follows:-

Beddau, Llantrisant and Talbot Green Food Hub (BLT):	£2,000
Cwm Welfare:	£1,500
Salem:	£1,500
Total:	£5,000

MR G. E. HOPKINS J.P.

CLERK TO THE COUNCIL

RHONDDA CYNON TAF'S SHARED COMMUNITY CHARTER

Rhondda Cynon Taf County Borough Council

and the

Town Councils of both Pontypridd and Pontyclun

and the

Community Councils

of

**Ynysybwl & Coed y Cwm, Rhigos, Hirwaun and Penderyn, Llantwit Fardre,
Llantrisant, Llanharan, Llanharry, Tonyrefail, Gilfach Goch and**

**Taff's Well & Nantgarw have agreed to publish a Charter which sets out how we
aim to work together for the benefit of the local communities.**

INTRODUCTION

Rhondda Cynon Taf County Borough Council and its Town and Community Councils have agreed to publish this Charter which sets out how we collectively aim to work together for the benefit of local communities whilst recognising our respective responsibilities as autonomous, democratically elected statutory bodies.

The Charter is designed to build on existing good practice and embrace the shared principles of openness, to achieve the best possible outcomes for our residents and communities. This Charter is based on equal partnership and is not a top-down arrangement. It is a set of principles by which we will work together.

The Charter will form the basis for meaningful communication and liaison through the respective partners either individually or through collective meeting arrangements, at a Member and Officer level.

The Charter will use the sustainable development principles of the Well-being of Future Generations Act to deliver on outcomes for the benefits of the people who live, work and visit Rhondda Cynon Taf.

THE CHARTER

This Charter is developed with three main overarching aims, which all Members of the Charter recognise as benefiting the residents and visitors of Rhondda Cynon Taf:

- Strengthening partnership working & collaboration opportunities
- Enhancing local democracy
- Improving our communities and public service delivery.

OUR SHARED COMMITMENTS

These are our shared commitments that will help to achieve our aims.

RECOGNITION

We will:

- Recognise the benefits of partnership working whilst at the same time recognising and respecting each other's roles.
- Work together as a partnership of equals.
- Collaborate and involve each of the partners to ensure that all decisions taken forward are sustainable in the long term, whilst being mindful of the current needs of our residents.

COMMUNICATION

We will:

- Enhance how we listen and respond to one another. Availability and accessibility will be central to how we interact.
- Communicate openly and transparently, explaining processes and decision-making.
- Improve information and communication sharing to enable solutions and early interventions at the right time to make progress in achieving the well-being goals of the County Borough.

ENGAGEMENT & INVOLVEMENT

We will:

- Recognise the importance of meaningful engagement and involvement and set out a genuine commitment across all parties to consult on matters of mutual concern.
- Engage with one another at the earliest opportunity, recognising the diverse perspectives and challenges faced by various stakeholders and communities.
- Ensure that consultation and engagement processes are as accessible as possible.
- Strengthen the community involvement in the Consultation processes taken forward, to allow for valuable feedback to be provided on any proposals taken forward which impacts upon the wellbeing of the residents of the County Borough.
- Actively follow-up on consultations and feedback in an appropriate manner.

LOCAL DEMOCRACY / GOVERNANCE

We will

- Be clear about the role of Councillors at all levels in the relationship and community leadership taking forward cohesive communities across the County Borough and respect the democratic mandate of all councillors.
- Empower our residents and communities to participate in local democracy, including young people and underrepresented groups.
- Continue to place residents and communities at the heart of what we all do.
- Promote participation in local democracy.
- Direct Council resources to promote and encourage residents to stand for Community and Town Council elections.

RESOURCES

We will:

- Share relevant and appropriate information to empower each other to best support our residents and communities.
- Optimise access and signposting to resources and practical support, including training opportunities.
- Identify opportunities where resources and support can be effectively shared between councils to improve outcomes for residents.

ACHIEVING OUR COMMITMENTS

Regular and open engagement is key to the success of the continued positive working relationships between us. This will be delivered via regular liaison meetings through the following approach:

- **Community Clerk Engagement** –Quarterly liaison meetings at Clerk/Officer level.
- **Councillors** – At least twice a year a more formal meeting of partners will be held at TC/CC Chair or Leader and RCT Senior leadership level. This invite will also be extended to RCT's 'twin hatted' Members (County Borough and Community / Town Councillors).
- **Improved Communication** – RCTCBC will produce regular e-newsletters and sign-posting to participation in key decisions of the Council.
- **Dedicated support** – RCTCBC will continue to resource a dedicated Liaison Officer to support collaborative working between all parties
- **Providing Policy Advice & Guidance** – This Officer will also provide advice and guidance in respect of Local and National Policy.
- **Sharing and supporting Training & Development needs.** RCTCBC will enhance access to relevant member development and training opportunities. This will include providing access to Clerks to support their own professional development as well and occupational health and well-being support.

IMPLEMENTING THE CHARTER

The intention is that this charter remains a 'living' document and is written to allow each Council to adopt a position that better reflects their working rather than stipulated actions and procedures which will help promote joint working to allow all Councils to provide a better experience for those residents and visitors to Rhondda Cynon Taf Council.

MONITORING & REVIEW.

The Charter will be fully reviewed every five years following elections or more often if there is a need to do so.

Delivery against the objectives contained will be reviewed annually by Clerks and Senior Democratic Services Officers.

The following additional Documents are available as addendums to the Charter:

- Job description of Liaison Officer.
- Good Practice Examples.
- Terms of Reference of Engagement Meetings.
- Delivery Plan.

LLANTRISANT COMMUNITY COUNCIL

TUESDAY 9TH SEPTEMBER 2025

REPORT OF THE CLERK

LOCAL GOVERNMENT PAY AGREEMENT 2025/2026

1. The trade unions have now accepted the pay negotiations for 2025/26.
2. GMB and UNISON have both indicated acceptance, however, UNITE for the fifth year running, have declined. This does not prevent a formal collective agreement being reached and the pay award can be implemented.
3. The two unions say that while the vote to reject the offer was very strong, the number of those voting fell short of what is required for a formal postal ballot for industrial action to be undertaken. In the circumstances, they had no option but to vote to settle negotiations for 2025.
4. The trade unions will work with the employers on a review of the NJC pay spine as a priority given the impact of the National Living Wage.
5. They have also proposed that work on the 2026/27 pay claim be undertaken this autumn to prevent any delay in the implementation from 1 April 2026.
6. A reminder that the pay offer is for 3.2% on scale points 2 – 43, but it is normal that this be also applied to all scale points up to 62.

Backpay for employees who have left employment since 1 April 2025:

7. If requested by an ex-employee to do so, the employers recommend that any monies due to that employee from 1 April 2025 be paid to the employee's last day of employment. When salary arrears are paid to ex-employees who were in the LGPS, the employer must inform its local LGPS fund.
8. The Council is recommended to implement the agreement from 1st April 2025.

**MR G. E. HOPKINS J.P.
CLERK TO THE COUNCIL**

**LLANTRISANT COMMUNITY COUNCIL
COUNCIL MEETING 9th SEPTEMBER 2025**

**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>
BEDDAU/ TYNANT	Pre-Planning	Publicity and Consultation before applying for planning permission under the Town and Country Planning (Development Management Procedure) (Wales) Order 2012 Extension of existing Gypsy and Traveller site, regularisation of existing plot, associated amenity blocks, site office and associated works.	Beddau Caravan Park at Penycoedcae Road, CF37 1PU
	25/0850/OUT	Minor Dwellings (C3)	12 Heol Mwyrdd, Beddau, CF38 2HU
LLANTRISANT/ TALBOT GREEN	25/0219/FUL	Consolidation application for the retention of, and alterations and extension to Llantrisant Recycling Centre – proposed development of a recycling centre building over existing private recycling centre facility yard area, with extension of site to accommodate a landscaped earth bund around, site drainage and associated works. Retention of alterations to the private recycling facility site, including changes to the layout and surfacing; the provision of a weigh bridge; additional buildings; Attenuation pond and drainage amendments; changes to the type and quality of materials being processed to include green waste, timber and glass, drying of materials, installation/operation of biomass boilers, dry mixed recycling processing, glass processing, composting of green waste, wood shredding, nappies bulking; and change to approved working hours. Retention of	Llantrisant Recycling, Pantybrad, Tonyrefail, Rhondda Cynon Taf CF72 8LP

alterations at public recycling centre facility, including a
steel elevated platform, staff cabin, and
operation of recycling shop (amended
landscape strategy plan and updated
Noise Impact Assessment report received
15/08/25).

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

**CYNGOR CYMUNED LLANTRISANT
LLANTRISANT COMMUNITY COUNCIL**

TUESDAY 9TH SEPTEMBER 2025

NOT FOR PUBLICATION

NOT FOR PUBLICATION