



MINUTES

OF THE MEETING OF THE

ASSETS AND OPERATIONS COMMITTEE

HELD AT 6.30PM ON TUESDAY 7TH OCTOBER 2025 AT

LLYS Y CWM, BEDDAU.

Present

Cllr Mal Davies (Chair)

Cllr Julie Barton

Cllr David Brown

Cllr Adam Robinson

Cllr Dr Catherine Preston

In Attendance

The Clerk to the Council (Mr. G. E. Hopkins J.P.)

The General Maintenance Manager (Mr. J. Akers)

AOC/25-26/01

Apologies for Absence

Apologies were received from Cllr Ron Hunt.

AOC/25-26/02

Declarations of Interest

Cllrs Mal Davies and David Brown both declared in relation to Minute AOC/25-26/08 that they were allotment holders at Brynteg Allotment site.

AOC/25-26/03

Public Representations to the Committee

No representations were made.

AOC/25-26/04

Committee Terms of Reference

The Terms of Reference and Membership of the Committee as agreed at the Annual Meeting of the Council held on 13th May 2025 were noted.

AOC/25-26/05

Halls

- (i) The report of the Clerk outlining the income and expenditure situation at each of the Council's halls was **noted**, with satisfaction that the situation was in line with the budget at this point in the financial year.
- (ii) It was **noted** that the Clerk had made a claim in the County Court against a hall hirer who had left outstanding balanced unpaid despite several reminders.
- (iii) It was **noted** with regret that Beddau Community Centre had lost a regular hirer due to a dispute with the Food Bank.
- (iv) The report on the office move to Llys y Cwm was **noted** with members satisfied with the quality of the work, and congratulating the staff on the project, which had come in under budget.
- (v) It was **agreed** that the AV system used to facilitate hybrid meetings at Llys y Cwm required new table-top microphones, and a quote from Drake Ltd. was approved.
- (vi) It was **agreed** that a new terms of hire for Llys y Cwm would be considered as part of the budget setting process later in the year.
- (vii) It was **agreed to recommend** that a design and quotations for providing new accessible toilet facilities at Caerlan Hall, Llantrisant be obtained for the purposes of enabling the main hall and the lesser hall (former office) to be hired out separately.

AOC/25-26/06 General Maintenance Matters

- (i) The Report of the Clerk outlining a range of maintenance and operational matters was considered and **noted**.
- (ii) It was **agreed** that winter flowers would be provided in the planters once the summer displays had gone over.
- (iii) It was **agreed** that further planting of daffodil bulbs should take place at the new Talbot Green seating area, the outside of Llys y Cwm, and further planting outside Beddau Community Centre.
- (iv) It was **agreed** that the signage on the road side elevation of Caerlan Hall be changed to reflect the office move to Llys y Cwm.
- (v) It was **agreed** that the recently vandalised benches on the Community Route in Talbot Green be replaced with more robust foundations.

- (vi) It was **agreed** to recommend the removal of the silver birch tree at the Heather Gardens in Llantrisant, in order to improve the sunlight reaching the heather, which had been suffering from a lack thereof.

AOC/25-26/07 **Exclusion of Public and Press**

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 business to be transacted.”

The following item of business was therefore considered in camera.

AOC/25-26/08 **Allotments Matters**

- (i) The Clerk reminded Members that he had reported to full Council on 9th September that the Brynteg Allotment Association Management Committee had resigned on Wednesday 20th August 2025. In such circumstances, and in accordance with Section 8 of the Management Agreement between the Association and the Council, Llantrisant Community Council had since then administered *pro tempore* the affairs of the Association, and had sought by calling an Extraordinary General Meeting to secure the resumption of voluntary representative management of the Association at the earliest opportunity.
- (ii) An Extraordinary General Meeting of the Association was so held on Wednesday 7th September, at which a new Management Committee and officers were elected. That being so, the functions delegated to the Association under the Management Agreement had been restored to the Management Committee.
- (iii) It was **agreed** at the Full Council meeting that the Council would look at ways in which it could support the four Allotment Associations in the carrying out of their duties, including training for the Management Committees.
- (iv) The Committee **agreed** that the priority would be to give support to the Brynteg Allotments Association due to the issues particular to that side.
- (v) Furthermore, it was **agreed** that wider support could be offered to all four associations, including training and also a social event for networking.
- (vi) The Committee noted that a review of the rules and procedures relating to the allotments would be brought to a future Committee meeting.

- (vii) Emerging from the discussion was a feeling that training on general governance could be a service the Council could provide to a wider range of third sector organisations in the community.

AOC/25-26/09

Highways Improvements, Gwaunmiskin Road

Cllr Barton reported that following discussions between her, in her capacity as a County Borough Councillor, and Rhondda Cynon Taf County Borough Council, improvements would be made shortly to the highway and pavements at Gwaunmiskin Road, which would include new bus shelters which, though provided by the County Council, may through further discussions come under the care of the Community Council. The Clerk was asked to liaise with officers in the County Council to establish further detail.

There being no further business, the meeting was ended at 8.15pm

CLLR MAL DAVIES

COMMITTEE CHAIR