

**PENCOED TOWN COUNCIL**  
**MINUTES OF the Annual General Meeting held on**  
**Thursday 8<sup>th</sup> May 2025**  
**At Salem Chapel Vestry**

Present Councillors: P. Edwards – Town MAYOR/Chair  
Cllr T. Lyddon  
Cllr R Williams  
Cllr C. Edwards  
Cllr J. Butcher  
Cllr M Walters  
Cllr M.Evans  
Cllr J.Ryan  
Cllr B. Doughty  
Cllr J. Jones  
Cllr H. Whyley

In attendance: Town Clerk - Morgan Davies.

8295 **Apologies for absence and dispensation.**

None received.

8296 **Declaration of Interest**

Cllr T. Lyddon regarding agenda item 15 (to appoint representatives to Governing Bodies) as Chair of Governors at Croesty Primary School and Parent Governor at Pencoed Comprehensive School.

Cllr M. Evans regarding agenda item 15 (to appoint representatives to Governing Bodies) as a Governor at both Pencoed Comprehensive and Croesty Primary School.

8297 **To confirm the minutes of the Annual General Meetings held on 9<sup>th</sup> May 2024**

Minutes of May 9<sup>th</sup> 2024 AGM moved by Cllr M. Evans, seconded by Cllr T. Lyddon

8298 **Mayor, Cllr. P. Edwards will indicate first business as “Election of Mayor for the ensuing year”.**

8299 **To Receive nomination(s) for the election of Mayor for 2025/2026**

Cllr M. Evans nominates Cllr T. Lyddon for the position of Mayor for 2025/2026, seconded by Cllr C. Edwards

No other nominations, thus Cllr T. Lyddon elected as Mayor of Pencoed Town Council for 2025/2026.

**RESOLVED TO NOTE AND ELECT CLLR T. LYDDON FOR MAYOR FOR 2025/26**

8300 **Duly elected Mayor to take Oath of Office as Town Mayor and duly sign the declaration.**

Declaration of Acceptance of Office and oath read out by Cllr T. Lyddon, declaration signed by Cllr T. Lyddon and the Town Clerk.

**RESOLVED TO NOTE**

8301 **Elected Mayor to take over the Chair of the meeting (Chain of Office to be passed on by Cllr P. Edwards)**

Mayoral Chain passed from the former Mayor Cllr P. Edwards to the new Mayor, Cllr T. Lyddon.

8302 **Elected Mayor to give a vote of thanks on being appointed.**

Vote of thanks given to the Council by Mayor T. Lyddon for her appointment as Mayor for 2025/2026.

8303 **To receive nomination(s) for the position of Deputy Mayor for 2025/2026**

Cllr M. Evans nominated for the position of Deputy Mayor for 2025/2026 by Cllr C. Edwards. Seconded by Cllr R. Williams.

8304 **Elected Deputy Mayor to give a vote of thanks on being appointed.**

Vote of thanks given to the Council by Cllr M. Evans for her appointment as Deputy Mayor for 2025/2026.

**8305 The Newly Elected Mayor will move a vote of thanks to the retiring Mayor**

Thanks given by the new Mayor T. Lyddon to the former Mayor, Cllr P. Edwards

**8306 To consider the Mayor's Allowance for 2025/2026 and statutory members' allowances as referred to under the provisions of the Independent Remuneration Panel for Wales' annual report.**

The Mayor T. Lyddon leaves the meeting for this agenda item.

Cllr C. Edwards moves that a Mayors allowance of £1,000 be granted, though there shall be no allowance for Committee Chairs or the Deputy Mayor. Seconded by Cllr P. Edwards.

**RESOLVED TO ACCEPT.**

The Town Clerk summarises the statutory members allowances that Councillors are entitled to, as per the IRPW annual report for 2025/26.

Members allowances confirmed for 2025/26, Cllr J. Butcher and Cllr H. Whyley opted out of the allowances, opt form completed and submitted to the Town Clerk.

**RESOLVED TO NOTE.**

**8307 To Review the Council's following documents taking into account recommended amendments to be received from the Finance and Projects Cttee 2, as well as the motion indicated below:**

Standing Orders  
Financial Regulations  
Financial Risk Assessment

Standing Orders -

Cllr C. Edwards – proposes that the One Voice Wales model standing orders be adopted, with the necessary amendments and additions from the Council's current Standing Orders

Questions on draft minutes – any questions on minutes to be put to the clerk, no questions given on the day of meeting.

- To ensure a smooth-running council meeting

Cllr B. Doughty thanks Cttee 2 for reviewing Standing orders and for amended the issue of apologies.

Cllr H. Whyley raises questions regarding public speaking time, and questions given on the minutes.

- Cllr M. Evans sates that this is good practice throughout County and Town/Community Councils that public are given a time limit on speaking, standard practice throughout.

Cllr J. Butcher states that Standing Order 3(f) ought to be amended as it is a contradiction of the Order prior to it.

Moved to accept Standing Order recommendations and amendments by Cllr M. Evans, seconded by Cllr P. Edwards.

**RESOLVED TO ACCEPT.**

Financial Regulations -

Moved by Cllr M. Evans that the One Voice Wales Model Financial Regulations be accept with amendments specific to Pencoed Town Council, seconded by Cllr. P Edwards.

**RESOLVED TO ACCEPT.**

Financial risk assessment –

Moved to accept the Councils financial risk assessment by Cllr P. Edwards, seconded by Cllr M. Evans.

**RESOLVED TO ACCEPT.**

8308 **To review all /other Council policies and procedures and to include any suggested new ones in accordance with Governance issues and good practice.**

The Town Clerk states that a future review will be given to the following policies:

- GDPR and Privacy Policy
- Employment Policy and procedures
- Social Media and Press Policy
- Complaints Policy

**RESOLVED TO NOTE.**

8309 **To appoint two internal scrutineers**

Cllr C. Edwards moves that the Mayor T. Lyddon and Deputy Mayor M. Evans are appointed as internal scrutineers, seconded by Cllr P. Edwards.

**RESOLVED TO ACCEPT.**

8310 **To appoint representatives to governing bodies.**

Unanimous agreement to re-elect all current members to govern bodies.

**RESOLVED TO ACCEPT.**

8311 **To appoint members to the following Committees:**

**Committee 1, Planning and Public Consultation –** Cllr B. Doughty, Cllr P. Edwards, Cllr M. Walters, Cllr J. Jones and Cllr H. Whyley.

Remaining vacancy to be filled by the candidate who wins the Hendre Ward by-election.

Cllr. C Edwards states that a lack of quorum will be avoided because all meeting will be held via zoom.

Moved by Cllr M. Evans, seconded by Cllr M. Walters

**RESOLVED TO ACCEPT.**

**Committee 2 – Finance and Projects –** Cllr C. Edwards, Cllr M. Evans, Cllr J. Butcher, Cllr R. Williams, Cllr J. Ryan and Cllr L. Lewis.

Moved by Cllr P. Edwards, seconded by Cllr J. Jones

**RESOLVED TO ACCEPT.**

8312 **To consider there be no meeting in August 2025 and Plenary Powers be given to the Mayor, Deputy Mayor and the Chair of Finance in consultation with the Town Clerk.**

Moved by Cllr J. Butcher and seconded by Cllr C. Edwards.

8313 **To appoint delegates to the following:**

Coity Walia – no change  
Town & Community Councils' Forum – new Mayor takes over  
Rockwool Woodland Learning Centre – no change  
One Voice Wales & the Larger Council Forum – no change  
Rockwool Residents Forum – no change

Rockwool Residents meeting – no change  
Youth Engagement Panel – TO BE REMOVED – unanimous agreement.  
Pencoed Miners Welfare Hall Cttee – no change  
Friends of Salem – no change  
Liaison Group RFC – improving relationship with rugby club noted.  
21st Century Schools Group – no change  
Safer Streets – new Mayor takes over  
Penprysg bridge working group – no change

Agreed by Full Council to accept the above appointments.

**RESOLVED TO ACCEPT.**

**Meeting ended at 7:35pm**

DRAFT