

Pencoed Town Council

Minutes of Full Council meeting Thursday 8th May 2025,

held in Salem Chapel Vestry, Coychurch Road, Pencoed.

Present Councilors:

P. Edwards – Town Mayor/Chair

T. Lyddon

C. Edwards

J. Butcher

M. Walters

J. Jones

B. Doughty

R. Williams

M. Evans

J. Ryan

H. Whyley

In attendance: Town Clerk - Morgan Davies, BCBC Rights of Way Manager Andrew Mason and public attendee S. Bain.

This was a Hybrid meeting, and the zoom link was tested prior to the meeting commencing.

8577 Apologies for absence and dispensation

None received.

8578 Declarations of interest

Cllr R. Williams declared a prejudicial interest regarding item 4 (BCBC rights of way report) as a member of BCBC – the Councillor left the meeting for this item to be discussed.

Cllr M. Evans – Prejudicial interest declared for item 4 (BCBC rights of way report) as a BCBC cabinet member for resources – the Councillor left the meeting for this item to be discussed.

- Interest declared for item 9 regarding reports from outside bodies as a member of the Coity Walia Board of Conservators, member of Friends of Salem and a Governor at Pencoed Comprehensive School and Croesty Primary School.

Cllr T. Lyddon regarding item 9 and 21st century schools group as the Chair of Governors at Croesty Primary School and a governor at Pencoed Comprehensive School.

8579 To receive the Police Report and any correspondence

No report received.

8580 To receive a verbal report from BCBC Rights of Way Manager Andrew Mason and to discuss future action on the ongoing footpath situation in Pencoed.

BCBC Rights of Way Manager Andrew Mason welcomed by the Mayor T. Lyddon and former Mayor Cllr P. Edwards.

Cllr P. Edwards gives a report on the meeting held with himself, Andrew Mason and the Town Clerk.

PTC is in an agency agreement with BCBC to cover footpath maintenance.

Andrew Mason provides a verbal report on BCBC and PTC's agency agreement and what is expected of the Town Council.

Primarily to keeping surfaces clear etc. Although further work can be carried out if the Council wishes to.

Cllr B. Doughty thanks Andrew Mason for his report.

Recommends that Andrew Mason attends the next Planning and Public Consultation Committee meeting.

Definitive footpath map to be sent to PTC.

The Mayor T. Lyddon states that Mr. Bain ought to be invited to the Committee meeting as well.

Agreed to attend.

Moved to invite Andrew Mason and S. Bain to the next Planning and Public Consultation Committee meeting by Cllr C. Edwards, seconded by Cllr J. Butcher

Andrew Mason thanked for his attendance by the Full Council.

RESOLVED TO NOTE AND ACCEPT.

8581 To receive questions from the public

S. Bain – Proposes that volunteers can help maintain footpaths around Pencoed as a Menshed have already come forward.

Cllr B. Doughty states that youth groups could also be used.

S. Bain encourages the Council to apply for town and village green status on green spaces in the area such as Coed Iestyn woods.

To be considered as part of the Planning and Public Consultation Committee 1 meeting.

S. Bain states that the Footpaths of Pencoed document is out of date and that he is happy to volunteer to update the booklet.

Cllr B. Doughty – current plan in place by Cttee 1 that could tie into the footpaths.

S. Bain thanked by the Mayor T. Lyddon on behalf of the Council.

RESOLVED TO NOTE.

8582 To receive Mayoral messages (given by former Mayor P Edwards)

The former Mayor P. Edwards attended VE day celebrations this afternoon as his last Mayoral activity.

RESOLVED TO NOTE.

8583 To receive the minutes of the Full Council meeting held on 10th April 2025

Moved to accept the minutes by Cllr C. Edwards, seconded by Cllr P. Edwards.

RESOLVED TO ACCEPT.

8584 To receive the minutes of the Planning and Public Consultation Committee 1 meeting held on April 24th 2025

Cllr B. Doughty states that a small action plan which sets a vision for possible future Town Council activities has been devised by the Committee.

Cllr P. Edwards thanks Cllr B. Doughty for his work in putting together his proposals.

Moved to accept the minutes and recommendations by Cllr P. Edwards, seconded by Cllr M. Walters

8585 To receive reports from representatives to outside bodies

Coity Walia – Cllr R. Williams states there is not much in relation to Pencoed, general issues that aren't area specific.

Town and Community Councils' Forum – Meeting was due on 28th April, though now moved to summer for boundary review consideration – Cllr P. Edwards and Cllr M. Evans.

Rockwool meetings – nothing to report

One Voice Wales and the Larger Council Forum – nothing to report

Youth Engagement Panel – to be removed from agenda as this Panel does not meet.

Welfare Hall Management Committee – nothing to report

Friends of Salem – Cllr P. Edwards states that bramble ought to be cleared around the Churchyard. Matter passed on to the Clerk.

Liaison Group PRFC – no meeting

Safer Streets – meeting summarised in previous minutes, next meeting in the summer.

21st Century Schools Group – no meeting

Penprysg Bridge Working Group – no meeting

RESOLVED TO NOTE.

8586 To consider the Town Clerk's General Report

The Town Clerk delivers a verbal report, along with a written report provided at the meeting.

Audit – all relevant financial documents are now with the internal auditor for the next few weeks. Once the audit has been completed, it will be presented to the Full Council for approval.

CILCA Training – The Clerk states that he has booked his CILCA training, to be partially covered by a Welsh Government bursary.

Council training plan and annual report – to be presented at the next Council Meeting.

Coed Iestyn repair – the Town Clerk confirms that the Coed Iestyn repairs have been completed and that BCBC are to reimburse the Council to cover the repair costs.

Memorial Garden – funding to be sought from next week.

Cricket Club Heavy Roller – heavy roller hire for the Cricket club has now expired, though the future situation with regards to the Council's old roller needs to be considered.

Cllr P. Edwards thanks the Town Clerk for his work thus far.

Cllr C Edwards states that a development plan has been put in place for the Town Clerk, to be monitored monthly.

Cllr B. Doughty raises the possibility of the Cricket Club sharing a roller with another club?

Resolved that the Town Clerk writes to the Cricket club in this regard.
Moved by Cllr B. Doughty, seconded by Cllr J. Jones.

Moved to accept report by Cllr C. Edwards, seconded by Cllr M. Evans

RESOLVED TO NOTE AND ACCEPT.

8587 Financial Matters –

- a) To receive a list of creditors for the period 1st April 2025 to 30th April 2025

Creditors list from April 1st to April 30th 2025.

Staff Salaries/Wages	XXXX
Staff Pension	41
HMRC PAYE	1704.69
R. Williams (Lock up Rent)	120
BCBC (Car Park)	102
Telephone Charges	170.03
Photocopying Charges	50.93
Allstar (Fuel Charges)	97.91
Days Rental (Van Lease)	477.83
Grounds Maintenance (Felindre Road)	438
Cricket Roller Hire	738
Waste Disposal (Nolan)	282
Pavilion WIFI (EE)	51.07
Fine Turf Solutions	240
Audit Wales	780
Contact PPE	23.08
Restore Datashred	288
Bookers	54.74
Pencoed Builders Merchants	53.77
TCRM	108
Welsh Water	133.48
Welsh Air Ambulance	200
Salem rent + insurance	2299.87
Grenke	1184.4
OVW Membership	1726
Zurich Insurance	4922.31
Expenditure marked XXXX	£4,810.05
Total Monthly Expenditure	£21,097.16

b) To accept the details of the expenditure to date and bank reconciliation statement.

Cllr J. Butcher – insurance price too high?

The Town Clerk states that this is to be reviewed with the Chair of Finance.

Moved by to accept the financial documents by Cllr J. Butcher, seconded by Cllr P. Edwards.

8588 Correspondence

Cllr M. Evans – attended youth club meeting.

Opportunity for the Town Council and youth club to be working closer together.
Could be moved to Cttee 2.

ECO Prom fashion show 5th June, the Town Clerk to be written to and the Mayor is to be invited.

Kitchen has been refurbished.

Cllr J. Butcher – Town Twinning visit to Plouzane this month. Last year, elected officials unable to attend.

Could the town council provide a gift?

Consensus that a gift be provided

£50 limit for gift moved by Cllr B. Doughty, seconded by Cllr C. Edwards.

The Town Clerk is to work with Cllr J. Butcher, who will be presenting the gift.

Cllr M. Evans – recognizes that R.J. Hancock OBE resigned. Standing Orders allow for a gift/acknowledgment to be given to longstanding Councillors.

A personal letter to be written by the Town Clerk on behalf of the Council.

Cllr B. Doughty – possibly to come in a frame.

Moved by Cllr M. Evans, seconded by Cllr B. Doughty.

8589 To consider the Council's rolling agenda

Memorial gardens

Footpath

8590 If appropriate, to receive items for future agendas

Issue of flag poles – Cllr M. Evans

Pencoed miners' welfare hall – Cllr J. Butcher

8591 If appropriate, to consider passing the following resolution:

That in the view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

This resolution was not passed.

MEETING ENDED AT 8:30pm.

DRAFT