

**Pencoed Town Council**

**Minutes of Full Council meeting Thursday 10<sup>th</sup> July 2025,**

**held in Salem Chapel Vestry, Coychurch Road, Pencoed.**

**Present Councillors:**

M. Evans – Deputy Mayor/Chair for this meeting

P. Edwards

C. Edwards

J. Butcher

M. Walters

R. Williams

J. Ryan

H. Whyley

J. Williams

In attendance: Morgan Davies (Town Clerk), PCSO M. Rees, Constable C. Sparkes and Mr. S. Bain.

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

Cllr M Evans states she is chairing the meeting as the Mayor T. Lyddon is unable to attend due to a prior longstanding commitment. Cllr M. Evans states she was not informed of this until the morning of the meeting.

**8612 Apologies for absence and dispensation**

Apologies were received from the following due to illness/unavailability:

Cllr T. Lyddon

Cllr B. Doughty

Cllr J. Jones

Cllr L. Lewis

### **8613      Declarations of interest**

Cllr J. Butcher – interest declared for agenda item 9 as he has previously attended Town Twinning visits.

- Interest declared for agenda item 10 as Chair and Trustee of Pencoed Miners Welfare Hall.

Cllr R. Williams – prejudicial interest declared for agenda item 9 as he previously attended a funded twinning visit to France as Mayor.

- Interest declared for agenda item 10 as a former Chair of Pencoed Miners Welfare Hall.
- Interest declared for agenda item 11 as a member of BCBC's Development Control Committee.

Cllr J. Williams – interest declared for agenda item 10 as he's been invited to be a member of Pencoed Miners Welfare Hall Management Committee.

Cllr M. Evans – interests declared throughout the meeting as a BCBC Cabinet Member, School Governor at Pencoed Comprehensive and Croesty Primary School, a member of Friends of Salem and the 21<sup>st</sup> Century Schools group.

### **8614      To receive the Police Report and any correspondence**

Constable C. Sparks introduces M. Rees as new PCSO.

Low crime in June compared to last year, theft from vehicles most reported.  
Zero burglaries reported.

9 assaults occurred, 6 involving injuries.

ASB decreased (4 in total), 50% reduction from last month.

Constable C. Sparkes – domestic violence is included in assaults.

Cllr J. Butcher – Thanks the police for their report.

Incident at Pencoed Miners Welfare Hall last Friday – any updates or knowledge of what happened to the suspect?

Constable C. Sparkes states that the suspect is from Cardiff and was arrested soon after the incident.

Cllr M. Walters congratulates police on traffic control/speed control near Penprysg school.

Police thanked for report and continued work by Cllr M. Evans and the Full

Council.

**RESOLVED TO NOTE**

**8615 Footpath maintenance (pushed forward from agenda item 17)**

S. Bain urges that Coed Iestyn becomes designated as a town/village green.

The Town Clerk explains that such status safeguards the area against works/construction on the area.

Cllr R. Williams – only concern is maintenance and as the area is frequently vandalized.

Cllr J. Butcher moves that town/village green status is sought, seconded by Cllr J. Ryan.

**RESOLVED TO SEEK TOWN/VILLAGE GREEN STATUS FOR COED IESTYN WOODS.**

The Town Clerk and Stuart Bain also propose a volunteer group to conduct light maintenance on certain footpaths – The Town Clerk is to seek insurance clarification on this.

Cllr C. Edwards states the Pencoed Men's Shed have already volunteered their services.

S. Bain – Bridgend Ramblers have also expressed an interest in volunteering.

Cllr M. Evans asks the Town Clerk for further clarification on what footpaths need to be maintained, where they are, who owns them etc.

Cllr M. Evans thanks S Bain on behalf of The Council.

**RESOLVED TO NOTE AND ACCEPT.**

**8616 To receive questions from the public**

None received.

**8617 To receive Mayoral messages.**

Mayor T. Lyddon not in attendance, thus no messages.

**8618 To receive the minutes of the Full Council meeting held on 19<sup>th</sup> June 2025**

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

**RESOLVED TO ACCEPT MINUTES.**

**8619 To receive the minutes of the Planning and Public Consultation Cttee 1 meeting held on 26<sup>th</sup> June 2025.**

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

**RESOLVED TO ACCEPT MINUTES AND RECOMMENDATIONS.**

**8620 To receive the minutes of the Finance and Projects Cttee 2 meeting held on 26<sup>th</sup> June 2025.**

Moved to accept minutes and recommendations by Cllr P. Edwards, seconded by Cllr J. Williams.

**RESOLVED TO ACCEPT MINUTES AND RECOMMENDATIONS.**

**8621 To consider Cllr J. Butcher's notice of motion (deferred at previous meeting):**

*"The decision of the Council by Minute 7526 be rescinded and re-entered such that the records show that Pencoed Town Council reaffirm its continued support for Twinning arrangements with Waldsassen and Plouzané in accordance with the laid down written Charters. Such support shall not be restricted by any past ruling of this Council."*

Motion moved by Cllr J. Butcher, seconded by Cllr C. Edwards.

Cllr M. Evans asks the Town Clerk for advice on whether the proposer had a conflict of interest.

The Town Clerk provides advice and clarification on the issue of Cllr J. Butcher's interests.

Cllr J. Butcher wrote to the monitoring officer and received confirmation that his interest is personal not prejudicial.

Likewise, the Clerk received advice from One Voice Wales on the matter, who stated that it depends on whether Cllr J. Butcher has a personal association with Pencoed Town and District Twinning Association.

Cllr J. Butcher confirms that he has no such personal association.

The Town Clerk further advises that, in any case, the disclosure of a personal or prejudicial interest is the personal responsibility of the relevant Councillor. Such interests cannot be declared for them.

Cllr R. Williams declares a prejudicial interest and leaves the meeting for the discussion – Previously attended a twinning visit that was paid for.

Cllr C. Edwards asks what does Cllr J. Butcher want the minute rescinded for?

To give gifts, fund visits etc.?

Cllr J. Butcher explains that he wishes the statement “at no cost to The Council” to be rescinded.

Cllr J. Butcher explains that Town Twinning was initiated by this Council and previous Cllrs/Mayors and the Twinning Charter was signed by them, including Kenneth King, Eric Alford, David H. Davies, Derek Gregory and at that time D.J. John was the Town Clerk.

Cllr J. Butcher further states that the Twinning Association ought to be on an even platform with all other organisations in the town.

Cllr P. Edwards notes that a referendum was previously held on this matter, fell on very low numbers, though the outcome was in favour of Town Twinning.

A subsequent decision was made that no financial support is given from the Council.

If the Council does incur costs from Town Twinning it must be justified with Town itself, the Finance Committee and Full Council.

Cllr J. Butcher argues that if the Council is not willing to support Town Twinning, then why is there £1,000 budgeted for Town Twinning?

Cllr J. Butcher further clarifies that all but one member of the Twinning Association resides in Pencoed.

Cllr M. Evans asks whether any other councils support the Twinning Association?

Cllr J. Butcher – Bridgend council maybe, though not sure.

Cllr M. Evans states she has no problem with the Mayor buying a gift. Though states she is concerned with the Council supporting the costs.

Cllr C. Edwards raises that the Council unanimously voted that a gift be bought out of the Mayoral fund. Likewise, gifts were given by the previous Mayor Cllr B. Doughty whilst Cllr M. Walters was invited to attend a hog roast last year, which was hosted by the Twinning Association.

Cllr M. Evans restates her concerns about funding trips etc. out of the public purse.

Cllr J. Butcher states this was at no time suggested. The funding of trips would only be expected if The Council invited Plouzane or Waldsassen to Pencoed.

Cllr H. Whyley – resolution doesn't commit us to spending money necessarily?

Cllr J. Butcher - the rescinding of the minutes doesn't prevent the Council from spending money, nor does it mean The Council are

obligated to spend money.

Cllr P. Edwards states that the concern is the public purse, though not against it if any possible costs are referred to the Finance Committee.

**Resolution decided by vote:**

For the motion: 5 (Cllrs C. Edwards, J. Butcher, H. Whyley, J. Ryan and J. Williams)

Against the motion: 1 (Cllr M. Evans)

Abstainers: 2 (Cllrs P. Edwards and M. Walters)

**RESOLVED TO RECIDND MINUTE 7526.**

**8622 To reconsider matters relating to Pencoed's Welfare Hall, as originally discussed at the June 19<sup>th</sup> Full Council Meeting.**

Cllr M. Evans asks for the Town Clerk's advice on whether Cllr J. Butcher would have a conflict of interest as Chair and trustee of the Welfare Hall.

The Town Clerk advises that membership of a charitable body constitutes a personal interest, in line with the Council's Code of Conduct.

Cllr M. Evans asks Cllr J. Butcher to explain his previous statement at the previous Full Council meeting that the Welfare Hall "operates successfully and more professionally than ever".

Cllr M. Evans explains that the financial report on the Charities Commission website suggests the Hall's income was less than their expenditure over the last three years.

Cllr J. Butcher asserts that the finances of the Welfare Hall are in good order.

Cllr J. Butcher clarifiers that the invited Councillors would become members of the Management Committee and not trustees.

Cllr P. Edwards - happy to go forward.

Cllr M. Evans recommends that the Secretary of Pencoed Miners Welfare Hall writes to the Clerk to clarify the current facts, to clarify in what capacity the members were invited so that they can make an informed choice, to advise other members not present and to clarify if there would be any liability on the Town Council should the mentioned Councillors become trustees.

Cllr J. Butcher instead suggests the Clerk write to the Secretary of the Welfare Hall so it is made clear what information is needed.

Invited Councillors who are not present at the meeting (Cllrs B. Doughty and T. Lyddon) to be advised by the Town Clerk on this, in light of the information provided.

The Town Clerk confirms that this issue will not be brought back to The Council, as the decision lies with the individual Councillors.

**RESOLVED TO NOTE.**

**8623 To consider the issue of flagpoles as raised by Cllr M. Evans at the May 8<sup>th</sup> Full Council Meeting.**

Cllr M. Evans raises the issue with a flagpole across from The Council's office, planning permission needed for poles in any case.

Taken down due to political advertisement.

Cllr M. Evans – flag poles can be commemorative; would The Council consider having one outside The Council's office?

The Council does not agree/come to a formal resolution on the matter, though the Town Clerk clarifies that space is reserved for flag poles in the memorial garden project.

**RESOLVED TO NOTE**

**8624 To consider the Town Council's support of Pencoed Men's Shed.**

Start of charity – Cllr C. Edwards proposed that the Pavilion is used by the Men's Shed for free for 12 months.

Cllr M. Evans suggests that a £250 start off grant is given to the Men's shed.

Cllr C. Edwards states that the Pavilion is rented out at £15 per hour, this would only cover 8 weeks rent for the Men's Shed.

Cllr M. Evans argues that the Council needs to be fair and consistent with other stakeholders, PRFC, Nursery, art club etc.

Cllr R. Williams states that the Council has to treat all groups the same. Nothing stops any groups from applying to the Council for grants.

Cllr C. Edwards asks the Clerk to obtain clarification on whether anybody that's hired the pavilion has actually paid for the period.

Cllr J. Williams – could we use the fact their charitable to give them a better rate?

Cllr J. Butcher asks if at any time during the Council's tenure at Salem, had users of Salem, charities or otherwise, enjoyed preferential or discounted rates.

The Town Clerk states not to the furthest of his knowledge, though will look into this.

Cllr P. Edwards states the fact the Men's Shed is charitable changes things.

Cllr M. Walters – should look at the fact their charitable, but other grants are available from other avenues.

Cllr J. Butcher proposes the Council provides a grant and reduced rent? Should apply to other charitable groups.

Cllr C. Edwards states that the Men's shed could apply for the £250 grant, and thus the Council would cap a year's rent of the Pavilion at £250.

Cllr J. Butcher's proposal moved by Cllr H. Whyley, seconded by Cllr P. Edwards.

**RESOLVED THAT A £250 GRANT IS OFFERED TO PENCOED MEN'S SHED, WHILE PAVILION RENTAL FOR THE MEN'S SHED IS CAPPED AT £250 FOR THE YEAR**

**8625 To receive reports from representatives to outside bodies**

Coity Walia – nothing to report

Town and Community Councils' Forum – meeting in September

Rockwool meetings – nothing to report

One Voice Wales and the Larger Council Forum – Meeting on July 21<sup>st</sup>.

Welfare Hall Management Committee – AGM on Monday 14<sup>th</sup> July. Also note the police incident related to a suspected kidnapper.

Friends of Salem – nothing to report

Liaison Group PRFC – nothing to report

Safer Streets – nothing to report

21<sup>st</sup> Century Schools Group – Cllr M. Evans - meeting on Monday 7<sup>th</sup> July, Cllr P. Edwards elected as chair. It was raised that a new school needed, yet the Comprehensive School is built on a flood plain.

There is a possibility of a school being built as part of new developments to the East of Pencoed, yet it could fall within the Rhondda Cynon Taf boundary. Likewise, there is uncertainty whether said school will be Welsh or English medium.

If no new primary school – then the current school needs to be extended.

The Town Clerk is to enquire and ask questions raised at the meeting.

Penprysg Bridge Working Group – nothing to report

Pencoed Men's Shed – Cllr C. Edwards states the Men's Shed are excited with The Council's support.

A sign has been made for the Men's shed and the Clerk has been asked to write to BCBC to see if it can be put on the Pavilion.

Pre-planning application being prepared for the CAT transfer of Coed y



Graig land, Cllr J. Butcher thanked for his assistance.

Cost of around £250.

Water and drainage plan looks okay, worked on by Cllr C. Edwards and Cllr J. Butcher.

## **RESOLVED TO NOTE**

### **8626 To consider the Town Clerk's General Report**

The Town Clerk states that all relevant financial documents have been delivered to the Welsh Audit Office for External Audit.

The Town Clerk explains that he and Cllr C. Edwards have explored the possibility of sponsoring PRFC's youth team. Costs ranging from £250 - £1000. Referred to the Finance Committee.

Football dugouts on Felindre Rd playing fields – the Town Clerk explains that the Football Club wish to move the dugouts on the Felindre Rd playing fields to their current pitch on Woodlands field.

Moved to give the Football club permission to move the dugouts by Cllr C. Edwards, seconded by Cllr P. Edwards.

### **8627 Financial Matters –**

#### **a) To receive a list of creditors for the period 1<sup>st</sup> June 2025 to 30<sup>th</sup> June 2025**

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

Staff Salaries/Wages	XXXX
Staff Pension	424.54
HMRC PAYE	1261.13
R. Williams (Lock up Rent)	120
BCBC (Car Park)	107
Telephone Charges	209.07
Photocopying Charges	50.95
Allstar (Fuel Charges)	167.1
Days Rental (Van Lease)	477.83
DVLA	220
Grounds Maintenance (Felindre Road)	972
Waste Disposal (Nolan)	228
Pavilion WIFI (EE)	51.07
Fine Turf Solutions	180
SSE Energy	386.27

Contact PPE	62.94
V. Llewellyn Audit	840
Zurich Insurance	168
TCRM	126
Grenke	1184.4
Mayoral Allowance	350
Moneysoft LTD	108
Welsh Whiskey Company LTD	45

Expenditure marked XXXX	£4,900.44
Total Monthly Expenditure	£12,639.74

Moved to accept creditors list by Cllr C. Edwards, seconded by Cllr R. Williams

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

Moved to accept by Cllr C. Edwards, seconded by Cllr R. Williams

**RESOLVED TO NOTE AND ACCEPT**

**8628 Correspondence**

Cllr J. Williams raises complaints from Mr. White about scrap collector going around on tannoid, disruptive.

Police matter, noise pollution. An environmental health matters.

The Town Clerk is to write to BCBC on this.

Cerebral palsy donation request – write to ask if anyone in Pencoed is treated and refer to the Finance Committee.

**RESOLVED TO NOTE**

**8629 To consider the Council's rolling agenda**

Memorial Garden – grant application under review.

Footpath maintenance – See minute 8615.

Grass cutting, weeds and town maintenance – arrangements made across Pencoed.

Cllr J. Butcher expresses his disappointment that it is only beginning in July.

Cllr M. Evans assures that cutters are on their way.

**8630 If appropriate, to receive items for future agendas**

Nothing received.

**8631 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 temporary excluded and they are instructed to withdraw.

**This resolution was not passed.**

**MEETING ENDED AT 8:48pm.**