

Pencoed Town Council

Minutes of Full Council meeting Thursday 11th September

2025, held in Salem Chapel Vestry, Coychurch Road,

Pencoed.

Present Councilors:

T. Lyddon – Chair/Mayor

P. Edwards via Zoom

C. Edwards

J. Butcher

M. Walters

B. Doughty

J. Ryan

J. Williams

In attendance: Morgan Davies (Town Clerk)

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

Prior to the commencement of the meeting the Mayor T. Lyddon gave her condolences to the family of Charlie Kirk subsequent to his untimely passing.

Likewise, the Mayor T. Lyddon gave her condolences to Cllr L. Lewis as she deals with a family bereavement

8632 Apologies for absence and dispensation

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

Cllr M. Evans

Cllr J. Jones

Cllr L. Lewis – dispensation for 3 months

Cllr H. Whyley

Cllr R. Williams – dispensation for 3 months

Moved to accept dispensation for Cllr L. Lewis and Cllr R.

Williams by Cllr C. Edwards, seconded by Cllr J. Butcher.

RESOLVED TO NOTE AND ACCEPT

8633 Declarations of interest

Cllr C. Edwards – regarding item 9 as she personally knows the contractor considered for tender.

Cllr P. Edwards – regarding item 9 as he personally knows the contractor considered for tender.

Cllr M. Walters – prejudicial interest declared regarding the in camera (confidential) session as matters discussed regarding a family member.

Cllr T. Lyddon – interest declared regarding item 7 as Chair of Governors at Croesty Primary School and Governor at Pencoed Comprehensive School.

Cllr J. Butcher – regarding item 7 as the tender contractor is known to him and has previously undertaken work for the Cllr.

8634 To receive the Police Report and any correspondence

No report was received.

Cllr B. Doughty asks the Town Clerk to write to the police to reinstate yellow lines outside the restaurants by the monument/cenotaph

Explained that delivery drivers parking on blurred lines, blocking buses from parking at the bus stop.

Cllr M. Walters – raises the issue of stones being thrown at cars on Felindre Ave, supposedly a priority for Police.

Also stresses parking issues in Pencoed.

Cllr T. Lyddon – shoplifting is a problem, though not reported.

RESOLVED TO NOTE.

8635 To receive questions from the public

No questions

8636 To receive Mayoral messages

Mayor T. Lyddon attended a Menshed meeting with Cllr C. Cannon, the Menshed promised to clear the area around the Pavilion, which has been completed, thanks given.

Mayor and Town Clerk attended the celebration day of the Active4Life summer play scheme at Croesty Primary School, all went well despite sudden change of venue.

Possibility of extending the play scheme in future.

8637 To receive the minutes of the Full Council meeting held on July 10th 2025.

Moved to accept minutes by Cllr J. Williams, seconded by Cllr M. Walters.

RESOLVED TO ACCEPT MINUTES

8638 To receive the minutes of the Mayoral Events Sub-Committee meeting held on 31st July 2025.

Cllr T. Lyddon hoping to reintroduce events for Christmas such as carol service etc.

‘Cuppa with a Coppa’ also proposed.

Moved to accept minutes and recommendations by Cllr T. Lyddon, seconded by Cllr C. Edwards

RESOLVED TO ACCEPT MINUTES AND RECOMMENDATIONS

8639 To receive the minutes of Finance and Projects Committee 2 meeting held on 31st July 2025

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

RESOLVED TO ACCEPT MINUTES AND RECOMMENDATIONS

8640 To consider applications for tender for the memorial garden project.

Town Clerk explains that invitations to tender were circulated around Pencoed, with three potential contractors interested. However, only one formal proposal received – one contractor pulled out due to medical issue.

Tender received from Germain Landscapes at approximately £20,000 ostensibly without VAT. 50/50 payments.

Details of tender read out by Cllr T. Lyddon.

Cllr J. Butcher states that Germain Landscapes is a very reliable and reputable source.

Town Clerk consulted regarding whether pre planning was required.

Gates are fine, BCBC advice depends on whether the works will be an engineering operation. If mechanical plant involved, then this would facilitate an engineering operation.

If no planter or mechanics involved in the works, then the project would not facilitate an engineering operation.

Cllr J. Butcher advises that clarification is sought from the contractors on what means will be used to complete the project (i.e., mini digger, general tools etc.)

Moved to accept the tender proposed by Germain Landscapes by Cllr J. Williams, seconded by Cllr J. Butcher.

RESOLVED TO ACCEPT

8641 To consider Pencoed Town Council's potential collaboration with The Bridge, as proposed by Cllr C. Edwards.

Cllr T. Lyddon explains that The Bridge is an organisation that provides various services throughout the Borough, in summer provided packed lunches to the Borough, but you had to go to Bridgend to collect them.

Cllr C. Edwards proposes that PTC works with The Bridge to become a hub, either in Salem Chapel Vestry or the Pavilion.

Council happy to look into potential collaboration. Town Clerk to seek further.

RESOLVED TO NOTE

8642 To consider matters relating to the benches at Woodlands field.

Cllr T. Lyddon explains that the Council previously paid for a bench at woodlands, though currently in need of more. There are benches that BCBC own but they are in a bad state.

Could PTC consider replacing one bench this year, and another in the next financial year.

Cllr C. Edwards raises the possibility of putting out a public poll on the matter.

Cllr J. Butcher enquires as to whether consent would be needed to install benches. Town Clerk to investigate.

Agreed that the matter be put out to the public via a poll. Further discussions will take place once the results have been received. Moved by Cllr C. Edwards, seconded by Cllr J. Butcher.

RESOLVED TO ACCEPT

8643 To receive reports from representatives to outside bodies

Coity Walia – Cllr J. Butcher – Agenda item referring to land rear of Redlands

close. Tipping on land at rear of property. Dispute regarding lane ownership behind property. Coity Walia chair stated that it is a matter for PTC.

Cllr B. Doughty – states it would be useful for Coity Walia chair to come to a meeting? Better to speak to them directly.

Town and Community Councils' Forum – Town Clerk to attend meeting on 22nd September.

Rockwool meetings – nothing

One Voice Wales and the Larger Council Forum – AGM in October.

Welfare Hall Management Committee – Cllr J. Butcher states there will be a meeting in the next couple of weeks – new members will be copied in. Cllr J. Butcher states that Cllr J. Jones has expressed an interest in becoming a trustee. Cllr J. Butcher also states that the Welfare Hall is available for the Christmas bus trip should refreshments be needed etc.

Friends of Salem – AGM in November

Liaison Group PRFC – Agreed that Ospreys can use Felindre Rd facilities in October. New changing room opened for PRFC.

Safer Streets – meeting soon

21st Century Schools Group – Cllr P. Edwards raises concerns over the conditions at Pencoed Comp. Cllr T. Lyddon clarifies that works still ongoing, but new problems have arisen that have delayed works.

Penprysg Bridge Working Group – nothing to report.

Pencoed Men's Shed – Cllr C. Edwards - pre planning application regarding land at Coed y Graig – positive response received.

Cllr J. Butcher - discussion necessary regarding point on moratorium. Application prices doubled. Application in the name of PTC or Menshed? PTC may not attract fee – Town Clerk to investigate pricing.

Discussion needed in regards to traffic before proceeding with application.

Cllr P. Edwards raises the matter of signage on the Pavilion.

Cllr C. Edwards has asked BCBC for permission. It has been determined that planning permission is required as the sign qualify as an advertisement. Cllr C. Edwards suggests that the Council's proceeds with planning for a noticeboard, Menshed signage, and signage promoting PTC, PRFC, Pencoed Cricket Club.

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

RESOLVED TO SEEK PLANNING PERMISSION

Cllr B. Doughty – patients charter at new surgery. If he has been approached as a Cllr,

he would like to report as outside body. Clarification needed from surgery if Cllr B. Doughty is being addressed as a Cllr or not.

RESOLVED TO NOTE AND ACCEPT.

8644 To consider the Town Clerk's General Report

The Town Clerk notifies the Council that he has been employed as a temporary Clerk/RFO at Coychurch Higher Community Council. This was agreed by the Clerk and Mayor during the Council's recess in August.

The Town Clerk explains that subsequent to a Chairs and Clerk's meeting on September 9th, T&CC's in the borough are seeking an SLA with BCBC to standardize communication response times between Borough, Town and Community Councils.

Town Clerk asks for Council support, all agreed.

The Town Clerk raises the matter of potential dog fouling signage on Felindre Rd, is to seek further information and permission etc.

Cllr C. Edwards states that is worth looking at dog disposal bins for the area.

Cricket nets – Pencoed Cricket Club have asked the Council to support them in seeking permanent cricket nets on the Felindre Rd playing fields.

Town Clerk to find out any related costs etc. and report back.

Matter of whose insurance would the nets come under to be investigated.

Cllr B. Doughty - School could possibly use the nets as well?

The issue of storage is to be considered.

The Town Clerk has arranged for Councillor training to take place on 21st October, provided by Paul Egan of One Voice Wales.

RESOLVED TO NOTE.

8645 Financial Matters –

a) To receive a list of creditors for the period 1st July 2025 to 31st July 2025

Creditors list from July 1st to July 31st 2025.

Staff Salaries/Wages	XXXX
Staff Pension	424.54
HMRC PAYE	1296.35
R. Williams (Lock up Rent)	120
BCBC (Car Park)	107
Telephone Charges	228.64
Photocopying Charges	80.94

Allstar (Fuel Charges)	160.96
Days Rental (Van and Cherrypicker Lease)	715
Grounds Maintenance (Felindre Road)	894
Waste Disposal (Nolan)	171
Pavilion WIFI (EE)	51.07
Fine Turf Solutions	420
SSE Energy	150.01
ADM Nurseries	2958.6
Bookers	67.21
TCRM	126
Mayoral Allowance	900
	8871.32
Expenditure marked XXXX	£4,841.40
Total Monthly Expenditure	£13,712.72

b) To receive a list of creditors for the period 1st August 2025 to 31st August 2025

Creditors list from August 1st to August 31st 2025.

Staff Salaries/Wages	XXXX
Staff Pension	424.54
R. Williams (Lock up Rent)	120
BCBC (Car Park)	107
Telephone Charges	139.32
Photocopying Charges	50.94
Allstar (Fuel Charges)	157.48
Days Rental (Van and Cherrypicker Lease)	477.83
Grounds Maintenance (Felindre Road)	384
Waste Disposal (Nolan)	171
Pavilion WIFI (EE)	51.07
Fine Turf Solutions	240
BCBC Election	7634.9
SLCC	240
Contact PPE	157.2
TCRM	126
Members Allowance	208
Expenditure marked XXXX	£4,804.85

Total Monthly Expenditure

£15,494.13

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

Moved to accept financial documentation by Cllr B. Doughty, seconded by Cllr C. Edwards.

Cllr C. Edwards raises the possibility of extending the Active4Life summer play scheme.

Cllr B. Doughty raises concerns over the election costs. Town Clerk to ask for certainty on how much elections generally costs so can be budgeted correctly.

Cllr C. Edwards raises the potential sponsorship of PRFC youth – cost of £350. Perhaps set up sponsorship fund for next year?

Moved that issue be moved to cttee 1 by Cllr C. Edwards, seconded by Cllr J. Williams.

RESOLVED TO NOTE AND ACCEPT

8645 Correspondence

Cllr M. Evans – raises the following questions via email.

Have three quotes been received for the Christmas bus trip? Cllr B. Doughty states that the Council's contribution is under £500 thus there is no need to seek three quotes, as per the Council's Financial Regulations.

Has a letter been written to former Cllr R.J. Hancock OBE and has he been nominated to the Welsh Government as per Standing Order 29b. – Town Clerk states this is ongoing and will be sorted soon.

Cllr M. Evans stresses that the Memorial Garden project be completed in line with the Council's regeneration strategy. – Ongoing, tender confirmed.

Parking concerns raised by a resident – Cllr T. Lyddon states the Council have done what they can.

Community bus service proposed by St Brides Minor – Cllr T. Lyddon states there is no need for an additional bus in Pencoed there are already buses that aren't well used.

PTC do not see the need to be part of the working group.

OVW proposal of community bus services noted.

Cllr J. Butcher raises the possible cutting of overgrowth and cleaning town twinning signs? – Menshed to be considered.

RESOLVED TO NOTE

8646 To consider the Council's rolling agenda

Memorial Garden – see agenda item 9.

Footpaths – First volunteer session on September 20th, tools obtained, Chris Elmore MP attending, looking to invite local press.

RESOLVED TO NOTE

8647 If appropriate, to receive items for future agendas

Cllr T. Lyddon – updating of Pencoed Town Guide,

8648 if appropriate, to consider passing the following resolution:

Moved to suspend Standing Orders by Cllr C. Edwards, seconded by Cllr J. Butcher (meeting exceeded 2hrs).

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 passed.

MEETING ENDED AT 9:04pm.

