



**GELLIGAER COMMUNITY COUNCIL**  
**CYNGOR CYMUNED GELLIGAER**

E-mail: [mortic1@caerphilly.gov.uk](mailto:mortic1@caerphilly.gov.uk) Tel/Ffon: 07933 725094

Ceri Mortimer

CLERK TO THE COUNCIL / CLERC Y CYNGOR

COUNCIL OFFICE / SWYDDFA Y CYNGOR

LLWYN ONN, PENPEDAIRHEOL, HENGOED

CAERPHILLY COUNTY BOROUGH CF82 8BB / BWRDEISTREF SIROL CAERFFILI

[www.gelligaercommunitycouncil.org.uk](http://www.gelligaercommunitycouncil.org.uk)

[www.romangelligaer.org.uk](http://www.romangelligaer.org.uk)

**NOTICE OF ORDINARY COUNCIL MEETING**  
**WEDNESDAY 27<sup>th</sup> AUGUST 2025 at 7.00pm**

20<sup>th</sup> August 2025

**Chair and Members of Gelligaer Community Council**

**Dear Chair/Councillors**

You are summoned to attend the **ORDINARY COUNCIL MEETING** of Gelligaer Community Council which will be held on **WEDNESDAY 27<sup>th</sup> August 2025 at 7.00pm** at Gelligaer Community Council Office, Llwyn Onn, Penpedairheol, Hengoed CF82 8BB

The meeting will be in a MULTI-LOCATIONAL format in accordance with the provisions of the Local Government and Elections (Wales) Act 2021.

Members of the press and public are permitted to attend our meetings in person at the above address or electronically by clicking on the following link.

**Microsoft Teams** [Need help?](#)

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Meeting ID: 362 556 923 859 9

Passcode: yY9x9KE3

The business to be transacted is set out in the agenda below.

Yours sincerely

*Ceri Mortimer*

Ceri Mortimer

Clerk to the Council

**AGENDA**

1. **Apologies**
2. **Declarations of Interest**  
Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution, and the Code of Conduct for both Councillors and Clerk.
3. **Decarbonisation/Green Projects – Heather Richardson**  
To discuss supporting the installation of additional solar panels on schools.
4. **Police Update for St Cattwg, Hengoed and Ystrad Mynach Wards – to receive and discuss reports. (To be tabled).**

5. **Public Participation** - members of the public are requested to speak with the clerk in advance

6. **Retired Chair - Deferred**

(i) Annual Report – to receive and note.

7. **Chair's Announcements**

8. **Minutes**

To receive and if approved to confirm and sign the **Minutes of the ORDINARY COUNCIL meeting held on 25<sup>th</sup> June 2025** as an accurate record.

9. **Matters Arising.**

Chair Cllr Catrin Moss has submitted a response to the following applications, in the Clerk's absence.

Case Ref. 25/0447/RET

Site Area: 818m<sup>2</sup> Location: Ty-Hir Llancaiach Fawr Farm Gelligaer Road Nelson Trelewis CF46 6ER (UPRN 000043175363) Proposal: Retain timber pergola and timber shed to the rear of Ty-Hir

Case Officer: Joshua Burrows ( 01443 864427 : [burroj1@caerphilly.gov.uk](mailto:burroj1@caerphilly.gov.uk) Ward: St Cattwg Map Ref: 311330 (E) 196690 (N)

Community Council: Gelligaer Community Council Expected Decision Level: Delegated

Case Ref. 25/0448/LBC

Site Area: 844m<sup>2</sup> Location: Ty-Hir Llancaiach Fawr Farm Gelligaer Road Nelson Trelewis CF46 6ER (UPRN 000043175363) Proposal: Retain timber pergola and timber shed to the rear of Ty-Hir

Case Officer: Joshua Burrows ( 01443 864427 : [burroj1@caerphilly.gov.uk](mailto:burroj1@caerphilly.gov.uk) Ward: St Cattwg Map Ref: 311330 (E) 196690 (N)

Community Council: Gelligaer Community Council Expected Decision Level: Delegated

Case Ref. 25/0481/COU

Site Area: 133m<sup>2</sup> Location: Spirit Hair Team Ltd 3 Commercial Street Ystrad Mynach Hengoed CF82 7DU (UPRN 000043019819)

Proposal: Change the use from A1 (Hairdressers) to a mixed A1 (Hairdressers) and A3 (Coffeeshop/Cafe) use

Case Officer: Joshua Burrows ( 01443 864427 : [burroj1@caerphilly.gov.uk](mailto:burroj1@caerphilly.gov.uk) Ward: Ystrad Mynach Map Ref: 314535 (E) 194305 (N)

Community Council: Gelligaer Community Council Expected Decision Level: Delegated

Case Ref. 25/0439/HH

Site Area: 134m<sup>2</sup> Location: 23 Griffiths Street Ystrad Mynach Hengoed CF82 7AW (UPRN 000043018853)

Proposal: Erect a front porch

Case Officer: Emile Braithwaite ( 01443 864433 : [braite@caerphilly.gov.uk](mailto:braite@caerphilly.gov.uk)

Ward: Ystrad Mynach Map Ref: 314241 (E) 194692 (N)

Community Council: Gelligaer Community Council Expected Decision Level: Delegated

10. **Finance to 20<sup>th</sup> August 2025**

**(i) Balance of Funds**

To receive, confirm and approve 'Balance of Funds' document.

**(ii) Reconciliation**

To receive, confirm and approve reconciliation document.

**(iii) Bank Statements**

To receive, confirm and approve bank statement no's 73,74,87,88 and 121

**(iv) Bank Transfer**

A council resolution is required to transfer £10,000 from Unity Bank to Lloyds Community Instant Access Account.

**(v) Audit Arrangements 2024/25**

To receive and note the following arrangements and extended submission date, following the clerk's recent illness.

**11. Business Items deferred from the Annual Meeting:**

**CCBC Community Centre Management Committees**

Gelligaer Community Centre  
Penybryn Village Hall

**12. Financial Assistance/Grants 2025/26–** (late applications may be tabled)

- (i) Bargoed Male Voice Choir
- (ii) Gelligaer & District Welfare Association

**13. Eco Officer Update**

- (i) Eco Officer Monthly Report for June 2025 – to receive and note
- (ii) New project proposals

**14. Projects 2025/26**

- (i) Project Summary 2025/26 - to receive and note

(ii) Ystrad Mynach WC - Mural

To receive art work for a mural to the front of the WC – previously circulated. The rendering to the front facing external wall is found to be defective and would need to be rectified before the mural is installed. Clerk has requested a quote.

(iii) Painting inside Public Conveniences, Ystrad Mynach – Contractor Change

Following the receipt of two quotations last month for the internal painting of the public conveniences, the lowest quotation was accepted in line with best value principles. However, the appointed contractor has subsequently proven unreliable, despite repeated requests for commencement and communication.

To avoid further delays, the Clerk has sought and obtained a third quotation from a trusted contractor with a proven track record. The quotation received is as follows:

- Contractor A (original): £2,650
- Contractor B (original): £1,954
- Contractor C (recommended): £1,411.98

Council is therefore requested to formally ratify the agreed quotation of Contractor C.

(iv) Office Building

Following the receipt of two quotations last month for the installation of a WiFi alarm system and other electrical work at the office, the council requested makes and models of the alarm systems. However, similar to the issues experienced with the painting contract, one of the contractors has proven unreliable in terms of communication and follow-up.

To ensure the installation proceeds efficiently and to high standards the Clerk recommends acceptance of the quotation from:

- Contractor 1 at a cost of £2,055.

This local contractor is well known to this Community Council and to Llanbradach & Pwllypant Community Council, having previously installed defibrillators within the community to a high standard.

Council is therefore requested to formally ratify the quotation from the first contractor, as agreed, to enable the installation to proceed without further delay.

(v) Defibrillator and Cabinet Installation at Tiryberth Village Hall

To receive quotation from Contractor 1.

This local contractor is well known to this Community Council and to Llanbradach & Pwllypant Community Council, having previously installed defibrillators within the community to a high standard.

Council is requested to formally ratify the quotation, as agreed, for the installation to take place.

**15. Biodiversity Action Plan (BAP)**

Duty 6, under the Environment (Wales) Act 2016, places a legal responsibility on all public authorities in Wales to maintain and enhance biodiversity and promote the resilience of ecosystems in the exercise of their functions. This means we must consider biodiversity in decision making, land management, procurement and community engagement.

A report must be published by December 2025, to comply with this duty outlining the actions taken.

- (i) To receive Biodiversity Action. (A review will be undertaken in October with the report produced in December).
- (ii) To receive and note Biodiversity support from a new team within One Voice Wales to support Community & Town Councils to create, enhance and restore nature on the doorstep and meet the statutory requirements under the Section 6 duty for biodiversity and ecosystem resilience and to note details of forthcoming seminars.

**16. Dust Monitor – deferred - verbal update**

**17. Training for 2025/26**

- (i) To receive training dates
- (ii) To receive and note updated training plan

**18. Cleaners Contract/Agreement**

- (i) To receive and discuss renewed contract.

A council resolution is required to approve the new contract/agreement for the next three years.

**19. Planning Applications** (any additional applications will be tabled at meeting)

To receive & discuss planning applications. Comments or enquiries must be emailed to [planadmin@caerphilly.gov.uk](mailto:planadmin@caerphilly.gov.uk) within 21 days of receipt of the email date.

**20. AOB – Any other business**

**21. Next meeting Date – Ordinary Council Meeting on Wednesday 24<sup>th</sup> September 2025 at 7pm**