

## CYNGOR CYMUNED GELLIGAER ~ GELLIGAER COMMUNITY COUNCIL

**Minutes of the ORDINARY COUNCIL MEETING held on  
Wednesday 24<sup>th</sup> September 2025 7.00pm at Gelligaer Community Council Office  
in a MULTI-LOCATIONAL format in accordance with the provisions of the  
Local Government and Elections (Wales) Act 2021.**

### **PRESENT**

#### **Councillors:**

R Bevan, R Callison\*, D Cushing, M James, W Matthews, A McCarthy, C Moss (Chair), T Parry\*,  
H Pritchard and J Pritchard.

**Clerk:** C Mortimer

\* denotes remote attendance

**In Attendance:** PCO527 and PCO202 of Gwent Police.

*Chair Cllr Catrin Moss welcomed everyone to the meeting*

- 62. Apologies** – apologies were received from Cllr A Angel and Cllr G Bruford due to illness and Cllr A Wood due to IT technical difficulties at home therefore unable to connect remotely.  
RESOLVED: Council agreed that an extended period of absence be granted to Cllr Gaynor Bruford.

### **63. Declarations of Interest**

Councillors and Officers were 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.

Chair Cllr Catrin Moss and Cllr Haydn Pritchard declared an interest in minute no. 74 project proposal 17 due to being on the board governors at the Greenhill Primary School.

*Chair Cllr Catrin Moss invited the police to update members on the next item.*

### **64. Police Update for St Cattwg, Hengoed and Ystrad Mynach Wards**

Members received and noted reports for July Appendix 1, August Appendix 2, and September Appendix 3. A query was raised by a member regarding the illegality and dangers of e-scooters and whether the police engage with the schools - it was confirmed that such visits do take place. Another member queried the issue of parking on pavements in particular outside the garage in Tiryberth, noting the impact on pedestrian access and public safety. The officers confirmed that pavement parking typically falls on the local authority. In some cases the police, depending on the location and specific offence, would be involved.

*Chair Cllr Catrin Moss thanked the officers for their update and they both subsequently left the meeting.*

### **65. Decarbonisation/Green Projects**

Following an update from Cllr Judith Pritchard in relation to CCBC's rolling programme to install additional UV solar panels on schools within the borough, members agreed that we nominate three schools in the first instance and contribute towards their installation and new technology enabling the children to monitor their usage. Members agreed that Derwendeg Primary, due to its new roof and south facing position, would be an ideal choice followed by Ysgol Penalltau and Trinity Fields. Members had previously spoken and agreed to the installation of UV panels on the public conveniences at Ystrad Mynach too. Cllr Judith Pritchard kindly agreed to liaise further with Mr Paul Rossiter at CCBC.

- 66. Public Participation** - There were no members of the public present.

### **67. Retired Chair – Deferred**

(i) Annual Report

## **68. Chair's Announcements**

Chair Cllr Catrin Moss announced that she had presented bouquets of flowers to Mrs and Mr Edwards who celebrated their 60<sup>th</sup> wedding anniversary, and Mrs Pearl Hayters her centennial birthday and Cllr Haydn Pritchard presented flowers to Mrs Megan Thomas for her centennial birthday. Sadly Mrs Thomas has since passed away.

Cllr Catrin Moss had also been busy with the wibbers in Ystrad Mynach preparing for this year's Wales in Bloom. Results were expected in October.

Cllr Catrin Moss would be making contributions from the Chair's civic account towards the Gelligaer Young Farmers autumnal tractor ride and a Halloween gaming event organised by Gwent Police at Gelligaer.

## **69. Minutes**

**Minutes of the ORDINARY COUNCIL meeting held on 25<sup>th</sup> June 2025** were received, approved and signed as an accurate record.

## **70. Matters Arising –** Chair Cllr Catrin Moss had responded to planning applications in the clerk's absence.

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

### **(i) Balance of Funds**

'Balance of Funds' document was received, approved and signed as an accurate record.

### **(ii) Reconciliation**

Reconciliation document was received, approved and signed as an accurate record.

### **(iii) Bank Statements**

Bank statement no's 73,74,75, 87,88, 89, 22, 121 & 122 were received, approved and signed as an accurate record.

### **(iv) Bank Transfer**

RESOLVED: Council agreed to transfer £10,000 from Unity Bank to Lloyds Community Instant Access Account.

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

Members received and noted that our audit submission date had been extended.

## **72. Business Items deferred from the Annual Meeting:**

### **CCBC Community Centre Management Committees**

Gelligaer Community Centre

Penybryn Village Hall

## **73. Financial Assistance/Grants 2025/26**

### **(i) Bargoed Male Voice Choir Application No.11**

RESOLVED: Council agreed to fund the sum of £500 to Bargoed Male Voice Choir

### **(ii) Gelligaer & District Welfare Association – deferred for further quotes**

(iii) Gelligaer ABC Boxing Club – deferred for further information and an invite to attend our next meeting.

### **(v) Ysgol Bro Allta PTA Application No.12**

RESOLVED: Council agreed to fund the sum of £350 to Ysgol Bro Allta PTA

### **(iv) Shelter Cymru Application No. 13**

RESOLVED: Council agreed to fund the sum of £500 to Shelter Cymru

#### **74. Eco Officer Update**

(i) Eco Officer Monthly Report for June 2025 – to receive and note

(ii) New project proposals:

##### Spring Bulb Planting – Proposal 16

Autumn is the time to plant spring flowering bulbs such as Daffodils and Bluebells. These bulbs give pollinating insects an early feed and are therefore vital for a strong biodiverse environment. All species will be UK natives at various locations.

RESOLVED: Council agreed to support proposal no.16 to the cost of £1585.99

*Chair Cllr Catrin Moss and Cllr Haydn Pritchard declared an interest in the next item and played no part in the ensuing discussions.*

*Vice Chair Cllr Wyndam Matthews chaired the item*

##### Greenhill Primary School – Proposal 17

The school has applied for a Keep Wales Tidy Orchard pack. Andrew proposes to build some new raised beds, refurbishing the polytunnel and planting a new hedge with habitat boxes.

RESOLVED: Council agreed to support proposal no.17 to the cost of £2761.50

*Chair Cllr Catrin Moss returned to chair the meeting.*

#### **75. Projects 2025/26**

(i) Project Summary 2025/26 – project summary was received and noted.

##### (ii) Ystrad Mynach WC - Mural

Members received and noted art work for a mural to the front of the WC – previously circulated. Mr Matt Day confirmed that the rendering to the front facing external wall of the WC was found to be defective and would need to be rectified before the mural is installed. Clerk is awaiting quotes.

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

Members noted 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

RESOLVED Council ratified 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.

RESOLVED: Council ratified 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

Members received and noted a 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.

RESOLVED: Council ratified the agreed quotation, for the installation to take place.

(vi) Silent Soldier Silhouettes for Tiryberth Memorial.

RESOLVED: Council ratified the cost of 2 silhouette soldiers to replace a damaged silhouette at Tiryberth Memorial.

(vii) Derwendeg Memorial

Cllr Teresa Parry to contact Headteacher Mr Lloyd to kindly request that the memorial be cleaned and weeded.

**76. 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) Members received the Biodiversity Action. (A review will be undertaken in October with the report produced in December).
- (ii) RESOLVED: Council agreed that KWT be asked to complete the Report.
- (iii) Members noted 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.

**77. Dust Monitor – deferred again.**

**78. Training for 2025/26**

Members received and noted:

- (i) Training Modules and Dates from OVW
- (ii) Free Digital Training & Guidance
- (iii) Training Plan

**79. Cleaners Contract/Agreement - deferred**

- (i) Members received and discuss renewed contract and agreed to defer.

**80. AOB – Any Other Business (urgent business only) – there was no other business.**

**81. Planning Applications – there were no planning applications received.**

**82. Exclusion of Press and Public**

RESOLVED: Council agreed that in accordance with Section 100A(4) of the Local Government Act 1972, to exclude the press and public due to the confidential and personal nature of the next item.

**83. Confidential Item – Staffing and Governance (redacted version)**

Council received an update regarding staffing arrangements and agreed a series of measures to support continuity of service and governance.

RESOLVED: Council agreed the following

- (i) That temporary adjustments to working arrangements be supported.
- (ii) That appropriate professional advice be sought in line with relevant employment regulations with the Chair Cllr Catrin Moss to lead on this matter.
- (iii) That a locum be appointed for a period of three months.
- (iv) That two new committees be established to support financial oversight and business continuity. Membership and terms of reference to be confirmed.
- (v) That new IT equipment and software be procured to support council operations with Cllr Haydn Pritchard to lead on sourcing.

**84. Next meeting Date – Ordinary Council Meeting on Wednesday 12<sup>th</sup> November 2025 at 7pm**

**Meeting closed at 9.30 pm**

**Signed: \_\_\_\_\_ Chair      Date: 12<sup>th</sup> November 2025.**