

CYNGOR CYMUNED GELLIGAER ~ GELLIGAER COMMUNITY COUNCIL

**Minutes of the ORDINARY COUNCIL MEETING held on
Wednesday 12th November 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, M James*, W Matthews, C Moss (Chair), T Parry*, H Pritchard and J Pritchard.

Clerk: In the clerk's absence, Cllr H Pritchard took the minutes.

* denotes remote attendance.

Chair Cllr Catrin Moss welcomed everyone to the meeting.

85. Apologies

Apologies were received from Cllr A Angel, Cllr G Bruford, Cllr D Cushing, Cllr R Callison and Cllr A McCarthy.

86. 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.

Cllr C Moss declared an interest in minute no 113(i) due to her involvement via work.

87. Public Participation

Mrs Nicola Quarry of Shappelles Moana Dance Group had arranged to address the members, but did not attend and sent her apologies.

88. Police Update for St Cattwg, Hengoed and Ystrad Mynach Wards

No reports have been received from the police and there were no police in attendance.

89. Retired Chair Report – Deferred

Annual Report – Deferred until next meeting.

90. Chair's Announcements

Chair Cllr Catrin Moss announced that she had been to a number of Remembrance activities, attended and provided £50 of funding to the Young Farmers Tractor Event, attended the Police Halloween Party and distributed sweets to children attending the party.

91. Minutes

Minutes of the ORDINARY COUNCIL meeting held on 24th September 2025 were received, approved and signed as an accurate record.

92. Matters Arising

There were no matters arising.

93. Exclusion of Press and Public

In accordance with Section 100A(4) of the Local Government Act 1972, a council resolution required to exclude the press and public due to the confidential and personal nature of the next item. There were no press or public in attendance.

94. Confidential Minute no. 83 – Governance and Staffing

Confidential Minute no.83 of the ORDINARY COUNCIL meeting held on 24th September 2025 was approved, confirmed and signed as an accurate record.

95. Matters Arising

There were no matters arising.

96. Re-Opening public meeting

The meeting was re-opened to the public.

97. Finance to 2nd November 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 76,77,90,91,23,123,124 were received, approved and signed as an accurate record.

98. Local Government Services Pay Agreement 2025/26

Correspondence confirming the National Joint Council for Local Government Services (NJC) has reached an agreement on rates of pay applicable from 1 April 2025 to 31 March 2026 was received and noted. This means an increase in the clerk's salary scp 28 from £19.66 to £20.29 per hour.

RESOLVED: Council agreed to this increase and agreed to be back dated to April 2025.

99. CCBC Events

The funding request from CCBC to fund between £22k - £26k per annum on future fayres in Ystrad Mynach was discussed. Chair Cllr Catrin Moss is to discuss the request with Stacy at the forthcoming Christmas Fayre on Saturday 15th November 2025 and report back to the members. This item to go onto the agenda for the next meeting for further discussion.

100. New Committees

A. Finance Committee

- (i) This committee will oversee budgeting, financial planning, audit compliance and financial risk.
- (ii) It will review and recommend to Full Council the annual precept, budget allocations and financial policies.
- (iii) RESOLVED: Council agreed that this committee would consist of 3 members: Cllr H Pritchard, Cllr T Parry and one other member to be confirmed. 2 members required to form a quorum.

B. Continuity of Business Committee

- (i) This committee will ensure operational succession planning and continuity of council services.
- (ii) It will develop contingency plans for staffing, governance and emergency scenarios.
- (iii) RESOLVED: Council agreed that this committee would consist of 5 members: Cllr C Moss, Cllr W Matthews, Cllr A McCarthy, Cllr H Pritchard and either Cllr A Wood or Cllr A Angel, subject to them agreeing to be part of the committee. 3 members required to form a quorum.

101. Business Items deferred from the Annual Meeting:

CCBC Community Centre Management Committees – this item was deferred.

Gelligaer Community Centre

Penybryn Village Hall

102. Financial Assistance/Grants 2025/26

- (i) **Gelligaer & District Welfare Association** – deferred from last meeting for quotations. Only one quote received when two had been requested. Defer to next meeting.
- (ii) **Gelligaer ABC Boxing Club** – deferred from last meeting for further information. Members agreed that a contribution of £1000 be made towards the cost of the equipment. A visit to the club to be arranged for Cllrs H Pritchard and J Pritchard on Tuesday 18th November 2025.
- (iii) **Shappelles Moana Dance Formation**. Mrs Quarry had not attended the meeting and sent her apologies. Deferred until next meeting.
- (iv) **Cerebral Palsy Cymru** - deferred until next meeting.
- (v) **Neurodiversity Tea & Chat** – Cllr J Pritchard will contact the Secretary, to determine what they are asking for and will report back to the members.

(vi) Rhymney Valley & Caerphilly School District – deferred until next meeting.
Cllr A Angel to arrange for a representative to attend the next meeting and address the members.

103. Eco Officer Update

- (i) Eco Officer Monthly Report – deferred
- (ii) New project proposals – deferred

104. Decarbonisation/Green Projects

The installation of additional solar panels on Derwendeg Primary, Trinity Fields School, Ysgol Penalltau was discussed.

Trinity Fields School – Not suitable.

Derwendeg Primary – supported.

Ysgol Penalltau – supported.

There are no strict deadlines to completing these. Cllr J Pritchard is leading on this project.

105. Projects 2025/26

(i) Project Summary 2025/26 – noted.

(ii) Ystrad Mynach Fayre – to discuss last minute arrangements

(a) Santa's Grotto Risk Assessment.

(iii) Pantomimes

(a) Distributed tickets, RA's contracts and posters to:

Cascade Community Centre – Cllr Haydn Pritchard

Gelligaer Community Centre – Ms Susan James

Glanynant Village Hall 4th Dec – Ms Rebecca Prosser (Tiryberth School)

Glanynant Village Hall 8th Dec – Mr Rob Young

Hengoed Community Centre – Cllr Rhianwen Callison to sell tickets.

Cllr Catrin Moss, Cllr Judith Pritchard and Ms Sophie Thomas to host

Lewis Girls School – Cllr Mandy McCarthy & Cllr Alan Angel

Lindsay Club – Mrs Beryl Bolter

Penybryn Village Hall – Ms Laura Cox

(b) Risk Assessments

Members noted that each venue hosting our pantomimes is responsible for its own site-specific risk assessment. In addition, members noted that the council maintains a general risk assessment covering overarching considerations such as good housekeeping, safeguarding, volunteer conduct and audience wellbeing.

106. Late Night Shopping

Correspondence from Caerphilly County Borough Council (CCBC) discussed by members. Cllr M James/Cllr C Moss will check to see if Siloh Chapel is available to facilitate this request from CCBC.

107. Democracy & Boundary Commission Cymru – Draft Annual Remuneration Report 2026-2027

Members discussed and noted the draft annual remuneration report 2026 – 2027

108. 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.

Cllr C Moss will check with Andy King to see if he has completed this report. If required she will complete the report.

Addendum: The Clerk had previously requested that KWT complete the report. It will be completed in readiness for our next meeting in December.

109. Dust Monitor - Deferred.

Cllr H Pritchard to speak with Mark Roberts and confirm where the dust monitor currently is kept.

110. Training for 2025/26

Members received and noted:

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

111. Cleaners Contract/Agreement - deferred

(i) Members received and discussed renewed contract. A council resolution is required to approve the new contract/agreement for the next three years. Deferred until next meeting.

112. CCBC Town Centre Management Audit

Members received and noted the report.

113. Planning Applications

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

Vice Chair Cllr Wyndam Matthews chaired the item.

- (i) **Case Ref. 25/0712/FULL** Site Area: 14139m² Location: Gelliargwellt Uchaf Farm Gelligaer Road Gelligaer Hengoed CF82 8FY (UPRN 000043086592) Proposal: Install a cable, transformer unit and associated works with the cable run being provided between Gellargwellt Uchaf Farm and Tredomen Business Park Case.

RESOLVED: Members objected to this proposal on ecological grounds, as the line would cross Penallta Park and might damage a number of valuable trees.
Cllr H Pritchard will draft an objection to this application and forward to CCBC Planning Dept.

Cllr Catrin Moss returned to chair the meeting

- (ii) **Case Ref. 25/0720/HH** Site Area: 410m² Location: Glyngaer Farm
Glyngaer Road Glyn-gaer Gelligaer Hengoed CF82 8FJ (UPRN
000043029131) Proposal: Erect two storey side extension and expand
existing front porch.
RESOLVED: No objection.
- (iii) **Case Ref. 25/0719/FULL** Site Area: 348m² Location: Allied Pharmacy 12
Bedwlwyn Road Ystrad Mynach Hengoed CF82 7AD (UPRN
000043085416) Proposal: Remove internal staircase between ground floor
and first floor and reinstate with an external staircase to the side of
property.
RESOLVED: No objection.

**114. Next meeting Date – Ordinary Council Meeting on Wednesday 17th
December 2025 at 7pm was noted.**

115. In accordance with Section 100A(4) of the Local Government Act 1972, a council resolution is required to exclude the press and public due to the confidential and personal nature of the next item. There were no press or public in attendance.

116. Confidential Item – Staffing/Governance Matter

Members discussed a confidential item regard staffing and governance.

Meeting closed at 9.30 pm

Signed: _____ Chair Date: 17th December 2025.