CYNGOR CYMUNED GELLIGAER
GELLIGAER COMMUNITY COUNCIL

DRAFT MINUTES

Minutes of the ORDINARY COUNCIL MEETING held on Wednesday 28th October 2026 at 7.00pm at Gelligaer Community Council Office, Llwyn Onn, Penpedairheol, Hengoed, in a MULTI-LOCATIONAL format in accordance with the provisions of the Local Government and Elections (Wales) Act 2021.

PRESENT

Councillors: Cllr W Matthews (Chair), Cllr H Pritchard, Cllr J Pritchard, Cllr A Angel, Cllr S Thomas Butler and Cllr O Cheverton.

Clerk: I. Miliukaite

In Attendance: Gwent Police representatives: PCSO 524 Charlotte Wilson & PCSO 202 Sean Coomer; Rebecca Barrett, Town Centre Support Officer, and Paul Hudson, attending remotely for the Tour de France presentation.

The Chair welcomed members, including newly co-opted member Cllr O Cheverton. The Police Update was taken before Public Participation. The minutes below follow agenda order.

80. Apologies
Apologies were received from Cllr M James, Cllr A McCarthy, Cllr G Bruford, Cllr T Parry, Cllr R Bevan, Cllr C Moss and Cllr A Wood.

81. Declarations of Interest
Councillors and Officers were reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of business on the agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for Councillors and Clerk.

82. Public Participation

i. Tour de France 2027: The Council received a remote presentation from Rebecca Barrett and Paul Hudson regarding the Tour de France on 4th July 2027. Members were shown the proposed local route through the Gelligaer, Penybryn, Ystrad Mynach and Hengoed areas and examples of community involvement at previous events.

ii. Community participation: Members were invited to help engage schools, community centres and local groups in decorating the route, including yellow bicycles, bunting, artwork and planting. A programme of activity beginning around 100 days before the event was outlined.

iii. Crowd management and facilities: Members raised questions about projected visitor numbers, toilet provision, and possible use of library facilities, access and narrow sections of the route. The presenters advised that crowd and event management arrangements would address facilities and safety, and that the route was determined by the event organisers. Library opening would require further discussion with the library service.

iv. Town Boost proposal: Rebecca presented examples of community-led town centre improvements and proposed a similar initiative in Ystrad Mynach, potentially including cleansing, painting benches and artwork around the public toilets. Possible match funding

was discussed. Members highlighted the Council's existing contribution towards maintaining the toilets. No specific financial contribution was agreed.

v. Action: Members to consider ideas further at the next meeting and feed proposals to Rebecca Barrett. Presentation materials and videos were to be shared following the meeting.

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

i. The Council received a report from Gwent Police. Recorded crime had increased during the reporting period, but officers reported isolated incidents rather than an identifiable crime trend. Anti-social behaviour in the town centre and around the leisure centre remained a focus.

ii. Officers reported that vehicles stolen during a recent series of keyless car thefts had been recovered and returned to their owners. Off-road motorcycle activity was being addressed, including consideration of drone support.

iii. Members were advised that local wards formed part of the Caerphilly North neighbourhood team, with different ward managers and PCSOs working together. Officers outlined anti-social behaviour referrals and visits to parents of identified young people.

iv. Community engagement included bike marking, tennis activities, college engagement and Halloween events. Police thanked the Council for its donation of sweets.

v. Members raised concerns about electric scooters, young riders without helmets, damage to play equipment and CCTV. Police explained the difficulties in stopping riders and the value of information identifying those involved.

84. Chair's Announcements

i. The Chair reported that he, Cllr R Bevan and Cllr S Thomas Butler had helped distribute sweets with the Police at a Halloween event at Tesco.

ii. Two residents had approached the Chair about establishing a weekly youth club for children under ten in Gelligaer. Their details were to be passed on for follow-up with the community centre.

85. Minutes

The draft Minutes of the Ordinary Council Meeting held on 23rd September 2026 were considered. A motion to accept the minutes was made and the meeting proceeded through their contents. The Minutes of the Ordinary Council Meeting held on 23rd September 2026 were approved and signed as an accurate record.

86. Matters Arising

i. Greenhill project: Members viewed photographs of the completed school project, including the restored greenhouse, replacement planters, bug hotels, tool storage and rainwater collection. The handover was reported to have gone well.

ii. Christmas pantomimes and Remembrance arrangements were raised during review of the previous minutes and are recorded under Minute 91 below. No further matters were raised when this agenda item was called.

87. Finance

i. Balance of Funds: The Clerk/RFO presented the September 2026 financial dashboard.

ii. Reconciliation: Transactions, invoices and supporting paperwork had been assembled.

iii. Bank Statements: Statements were displayed and reviewed, with the Chair's account now included in the records. The agenda listed statements 89, 103, 136, 6 and 28.

iv. Chair's Account: Closure remained outstanding while the bank mandate and access arrangements were being processed. The missing signature had delayed completion.

v. Chair's Civic Expenditure: Consideration of the outgoing Chair's final civic expenditure and the current Chair's year-to-date expenditure was deferred.

88. Retired Chair's Annual Report

The report had not been received. Deferred.

89. Financial Assistance and Grants 2026/27

i. Christmas Window Dressing Competition: Members considered Rebecca Barrett's request for a prize for the Ystrad Mynach competition. It was agreed to explore a reusable shield or trophy bearing the Council's badge and engraved winners' names. The Clerk to obtain prices and examples for consideration; no purchase budget was specified.

ii. Glanynant Community Hall shutter repairs: Members considered a request for assistance with shutter and control unit repairs, with parts estimated at £500 and labour at a similar amount.

RESOLVED: To approve support of up to £1,000, conditional upon receipt of a complete grant application, a current constitution and bank statement/details. The Clerk to obtain the required documents before payment.

iii. Penybryn Village Hall Christmas Party:

RESOLVED: To award £250 towards the Christmas party, subject to provision of the organisation's constitution. A separate application would be required for the craft club, which was not determined at this meeting.

iv. About Turn Wales: Members considered a request for a contribution towards activities and Christmas lunch for the veterans group meeting at the Lindsay Club. The proposed programme was estimated to cost approximately £2,000 for around 24 regular members.

RESOLVED: To award £500 to About Turn Wales for activities, outings and a Christmas lunch for the veterans group meeting at the Lindsay Club.

v. Halloween sweets:

RESOLVED: To ratify expenditure of £40 on sweets for Police Halloween community events, previously supported by members between meetings.

90. Eco Officer Update

i. The Greenhill project was complete. The autumn cut of the nature area had been carried out. Two items described in the transcript as "wall stones" had been removed for safekeeping pending repair.

ii. Bulbs for Project 19 had been ordered and planting was underway. Mason bees and leafcutter bees had been laying eggs in the Greenhill bug hotel. No new project proposals were reported.

iii. Additional expenditure of £13.33 for bricks and 26½ hours of project time for September were reported.

RESOLVED: To approve the additional expenditure of £13.33 for bricks.

91. Projects 2026/27

i. Project Summary and Tracker: The Clerk presented work on a consolidated tracker. Members reviewed historic entries to distinguish continuing projects, completed one-off awards and routine maintenance. The Clerk to update the tracker accordingly.

ii. Completed and continuing work: The Hengoed collapsible bollard proposal was to remain open pending an update from Cllr T Parry.

iii. School Dog Fouling Project: Deferred pending an update from Cllr T Parry.

iv. Golden Phone Box: An update was required from Cllr A Wood. Replacement panels were reported to have been fitted, but the remaining work was unclear.

v. Christmas Pantomimes: Performances were arranged and tickets and posters largely distributed. Delivery to Cascade and follow-up with Tir-y-Berth Primary School remained to be completed.

vi. Remembrance Day: Arrangements were discussed for Sunday 8th November 2026. Five Community Council wreaths were available for the local services. Members discussed representatives for Gelligaer, Glyngaer, Tir-y-Berth, Cefn Hengoed and Ystrad Mynach, together with orders of service. Cllr H Pritchard undertook to prepare/update the orders of service for Glyngaer and Tir-y-Berth. The Clerk to confirm service times and final representatives.

vii. Christmas Lights: The Clerk reported discussions with Centregreat. Refurbished decorations could offer savings, with indicative costs of £220–£240 compared with £600–£700 for new units. Advice received was that the replacement lamp posts in Penybryn were unsuitable for decorations. Four features held in the Council's container were to be collected, tested and repaired as required; other lights were stored by Centregreat. An inventory had been requested.

viii. Penybryn alternative display: The Clerk to explore building-mounted illuminated Christmas trees at the Fox and Hounds, including installation, power and permissions. The proprietor had indicated willingness provided the electricity cost was not borne by the premises. No final specification or additional budget was agreed. Possible future applications to National Grid for unlit decorations were also discussed.

ix. Ystrad Mynach Christmas Tree: The tree and town centre switch-on was planned for 4.45pm on 5th December. A 13–14-foot tree was being sourced with delivery towards the end of November; installation arrangements remained to be confirmed. The Clerk to progress arrangements and update members.

x. Santa's Grotto: Arrangements were discussed for 5th December at Siloh Chapel. The returning Santa had agreed to assist again; the suit needed to be made available for cleaning. Members discussed £1 admission and the need for help with tickets and the grotto. Staffing arrangements to be revisited in November.

xi. Fayres and publicity: The previously agreed financial support for the Spring and Christmas Fayres was noted. Members discussed a Council sponsorship banner, potentially displayed at Siloh Chapel, rather than a Council stall. Grotto support remained an active requirement.

xii. Newsletter and Annual Report: Members supported investigating a renewed newsletter, potentially after Christmas. Format, printing costs and distribution were to be explored before a commitment was made.

xiii. Public Toilets: Routine repairs and internal painting were to be treated as maintenance. External artwork could form a separate project linked to the Tour de France.

RESOLVED: To explore a design competition involving A-level art students, with the Council preparing the surface and providing materials, subject to developing the proposal and costs. The Clerk to prioritise relocating the key safe to a better-lit position.

xiv. School Solar Panels: Cllr J Pritchard reported continuing delays involving County Council procurement and the existing £20,000 allocation. She would pursue the contact officer and escalate to the Chief Executive if necessary.

xv. Biodiversity Work: The Clerk checks the expiry date of the Keep Wales Tidy arrangement, thought to be around April. Information placards for wildflower areas were to be pursued, and mowing restrictions reconfirmed with the County Council before the spring to prevent the areas being cut in May.

92. Training for 2026/27

The Training Plan and Keep Wales Tidy Carbon Literacy Action Day sessions on 9th and 12th November 2026 were received and noted.

93. Members' Allowances 2026/27

Members considered the Statement of Payments to Members for April 2026–March 2027. The amounts set out in the agenda were £156 and £52 for councillor allowances, totalling £208, £500 for the Chair and £100 for the Vice-Chair, with nil for other allowances and expenses.

Bank transfer arrangements, confirmation of members bank details. The Clerk advised that payroll/tax treatment of the Chair's allowance needed attention.

A vote was called on publication and submission of the statement.

94. Events

The Clerk's registration for the online joint One Voice Wales/SLCC event on Wednesday 18th November 2026 was noted.

95. Caerphilly County Borough Council Local Development Plan Deposit Plan Consultation

i. Members discussed consultation events, proposed housing sites and concerns about access and traffic. Members were encouraged to attend the Planning Aid sessions at Bargoed YMCA on 11th November or Tŷ Penallta on 12th November.

ii. It was reported that responses were due by 9th December.

RESOLVED: To defer consideration of the Council's formal response until the November meeting, following the consultation sessions and further review. No final position on individual sites was agreed at this meeting.

96. Politically Restricted Posts

Correspondence regarding proposed changes affecting certain community council officers from May 2027 was received and discussed. Members noted the guidance and the importance of the Clerk's political neutrality.

97. Any Other Business

i. BT Line: The Clerk reported cancellation of an unused line costing approximately £200 per quarter. Personal mobiles were being used while call demand was assessed; a separate eSIM/number could be considered if required.

ii. Broadband: A move to full fibre was in progress to address poor connectivity, at a similar cost to the existing service. A survey was scheduled for the Friday following the meeting, with installation expected the following week.

iii. Christmas Tree Ornaments: It was agreed to invite local schools to make suitable outdoor decorations for local trees. The Clerk to contact schools, taking weather resistance and secure attachment into account.

iv. Ystrad Mynach Toilets: The Clerk had met a plumber and was awaiting quotations for the required remedial work following the infringement notice. Quotations were to be chased. Members highlighted unnecessary flushing and associated costs. The artwork proposal and key safe relocation are recorded at Minute 91(xiii).

v. Community Day: The Clerk outlined a daytime family event, potentially in June, informed by learning from the One Voice Wales conference. Members discussed a limited event of around four hours, a field near the office, a community centre as a wet-weather option, organisation and budget implications. It was agreed to return to the proposal at the next meeting so that any approved expenditure could be considered in the annual budget. No event date or delivery budget was approved.

vi. Hengoed Primary School: A request for assistance with Tour de France educational activities, media/sporting contacts and a possible Newport cycling track visit was reported. The request was to be fed back through Rebecca Barrett and the event coordination arrangements. No financial award was agreed.

98. Planning Applications The Council reviewed and considered local planning applications as follows:

i. 26/0646/TPO

Tree Works — 34 Griffin Drive, Penallta, Hengoed: Carry out works to T1 and T2, crown reduction and thinning, removal of suppressed younger trees and hazardous leaning trees (Tree Preservation Order 59/10/CCBC) — No objection.

ii. 26/0657/FULL

Laundry Kiosk — Tesco Stores Ltd, New Road, Ystrad Mynach, Hengoed: Install 1 No. laundry kiosk under supermarket store front canopy, displaying brand and services — No objection.

iii. 26/0658/ADV

Laundry Kiosk Signage — Tesco Stores Ltd, New Road, Ystrad Mynach, Hengoed: Install fascia sign and laundry kiosk branding and services on acrylic panels — No objection.

iv. 26/0653/HH

Front Extension — 1 Bedwlwyn Close, Ystrad Mynach, Hengoed: Erect single storey front extension — No objection.

Action: The Clerk to notify the Planning Office of the Council's responses, quoting the relevant application references.

99. Next Meeting Date

The next Ordinary Council Meeting would be held on Wednesday 25th November 2026 at 7.30pm. The later start was agreed to accommodate another meeting.

Meeting closed at 9.30PM.

Signed by Chair: _____

Date: _____