



Agenda

Full Council – Thursday 23rd April 2026 @ 6pm (Hybrid Meeting)

Presiding Member: Cllr C. Thomas

Town Mayor: Cllr C. Morgan

1. Apologies for absence.
2. Declaration of Members interests.

To receive disclosures of personal interests from members.

Note: Members are requested to identify the item number and subject matter to which their interest relates and to signify the nature of the personal interest; and where Members withdraw from the meeting as a consequence of the disclosure of a personal interest, they must notify the Chair when they leave.

3. Well-being of Future Generations (Wales) Act 2015.

To note the Well-being of Future Generations (Wales) Act 2015 imposes a duty on public bodies including the Town Council to carry out sustainable development in accordance with the sustainable development principle and to act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

4. To allow the public (if present) to speak on any item on the agenda or ask questions (3 mins max).

5. Minutes.

To approve the following minutes:

Staffing Committee – 18th March 2026

Council Meeting – 26th March 2026

Environment, Land Use & Planning Committee – 8th April 2026

Policy and Finance Committee – 9th April 2026

6. Town Mayor Announcements.
7. Chief Executive's Report (pages 1-7)
 - 7.1 Museum Grants - Update
 - 7.2 Adoption of Social Media Policy
8. Planning Applications (pages 8-12)



Tony Graham
Chief Executive/Town Clerk
16th April 2026

***The zoom link for the meeting is available on request by emailing
info@pontypriddtowncouncil.gov.uk***

Please Note

If there are any specific details you wish to raise regarding, for example, background information or require additional detail, it would greatly assist if you could contact the office in advance so that the information and answers can be made available at the Meeting.

Any members of the public wishing to ask questions, may do so by setting out their questions in writing and sending it to the Council at least 3 clear days prior to the Council meeting.



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Chief Executive's Report

Council – April 2026

1. Museum Grants - Update

The Chief Executive has reported previously that the Organ Restoration grant has completed and all carpets and seats have been refurbished. The Roof Garden grant work is nearing completion, and it is anticipated that the tiles will be placed in the next week. A verbal update will be given as further progress is anticipated before the Council meeting.

Members should note that the grant for the upper gallery refurbishment has been offered by the Welsh Government. This is a significant grant for £229,396 with a match funding contribution of £25,813.75 as previously approved. However, with NB leaving shortly there is significant internal concern that the Council does not have the expertise to carry out and satisfactorily complete the project. External consultants will be required to enable the project to go forward. However, those consultants are likely to cost in the region of £20-30k, and the Leader and Chief Executive met with Welsh Government Officers to discuss whether the grant application could be amended to accommodate the consultants' fees and the time period to complete the project be extended. Officers have confirmed that the timescale to accept the grant has been paused while different options are discussed.

The Chief Executive will provide a further verbal update in the meeting.

DECISION REQUIRED:

To note the report and provide the Chief Executive with any necessary instructions.

2. Adoption of Social Media Policy (pages 3-7)

Members will be aware that the Chief Executive has been carrying out a policy review and the Policy & Finance Committee have recently reviewed the attached social media policy and are recommending it is adopted by Council.

DECISION REQUIRED:

To adopt the Social Media Policy as recommended.



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Social Media Policy

Pontypridd Town Council

Reviewed by Policy & Finance: 9th April 2026

Adopted by Council:

Purpose

This policy sets out how employees and elected members should use social media in a way that protects the Council's reputation, respects others, and complies with legal and governance requirements.

Official use of social media on behalf of the Council is tightly controlled and may only be carried out by authorised individuals.

This policy therefore deals mainly with the personal use of social media by employees and elected members where they may be identifiable as connected to the Council.

Social media is a valuable tool for communication and engagement. This policy aims to support its appropriate use, not prevent it.

Scope of the Policy

This policy applies to all employees and elected members of Pontypridd Town Council.

It applies to official use of social media on behalf of the Council and personal use where an individual is identifiable as connected to the Council.

Responsibility for Implementation

The Council holds overall responsibility for this policy's effective operation. The Clerk monitors and reviews the policy, recommending changes to minimise risks. Employees and elected members must read, understand, and adhere to this policy. Any breaches should be reported to the Clerk or Chair of the Council.

Key Principle

Even when using social media in a personal capacity, you remain an employee or elected member of the Council.

Your behaviour online may affect public confidence in you and may reflect on the Council.

You must therefore use social media responsibly and in a way that is consistent with your role, your duties, and the standards expected by the Council.

Content shared online may be copied or redistributed and may remain accessible even if deleted.

Official Use of Social Media

Only authorised individuals may post on behalf of the Council. The Clerk is responsible for approving official Council communications. No individual may issue statements, responses or commentary as though speaking for the Council unless authorised to do so. Council accounts must be used for official announcements, updates and engagement.

Personal Use of Social Media

Employees and elected members may use social media in a personal capacity. However, personal use must not undermine the Council, damage working relationships, disclose confidential information, or create the impression that personal views are being expressed on behalf of the Council. Where appropriate, individuals should make clear that they are expressing personal views.

Elected members may engage in political discussion but must still comply with the Members' Code of Conduct.

Employees must remain politically neutral where required by their role (e.g. the Chief Executive/Town Clerk).

Standards of Behaviour

- Treat others with respect and courtesy.
- Avoid abusive, discriminatory, defamatory or offensive content.
- Do not engage in bullying, harassment or intimidation.
- Avoid escalating disputes or arguments.
- Be accurate and honest.
- Do not disclose confidential or personal information.
- Do not comment on colleagues without proper basis or consent.
- Do not use your position to influence or undermine others improperly.

This policy should be read alongside the Code of Conduct for Employees, Members' Code of Conduct, Dignity at Work Policy and Data Protection Policy.

Sharing Content

You may share third-party content but must ensure it is not confidential or private. Avoid sharing content that is clearly inaccurate or misleading. Respect copyright and intellectual property rights.

You remain responsible for the content you share.

Council-related Matters

You do not need approval to refer to publicly available Council information in a personal capacity. You must not speak on behalf of the Council unless authorised. You must not disclose non-public information. If unsure, seek advice from the Chief Executive / Town Clerk.

Monitoring and Misuse of Social Media

The Council does not routinely monitor personal social media use. Where concerns are raised, relevant content may be reviewed.

Misuse may result in action under the Disciplinary Procedure (for employees) or the Members' Code of Conduct (for elected members). Serious cases may involve legal consequences.

A serious breach of this policy may include (but is not limited to):

- posting or sharing pornographic material
- making false or defamatory statements
- posting offensive, discriminatory or abusive content
- disclosing confidential information
- posting material likely to create legal liability
- breaching copyright or privacy rights

Any such matters will be addressed through the appropriate procedure.

Reporting Concerns

If you notice any use of social media by other employees/elected members in breach of this policy, please report it to the Clerk/Chair in accordance with the Council's Whistle Blowing Policy.

Welsh Language

Where social media is used on behalf of the Council, consideration should be given to the use of Welsh in line with the Council's Welsh Language Policy.

Review

This policy will be reviewed every two years or sooner if required.

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Planning Applications

March 2026
Ward: Glyncoch

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
26/0266/FUL	Householder Development. Demolish existing garage and construct a 2 storey duo-pitch extension to side elevation with dormers to front and rear together with a single storey duo-pitch annexe to the front and a single storey flat roof extension to the rear	1 Greenfield Avenue Glyncoch Pontypridd CF37 3BD	Mr Rhys Jones	Mr Roger Evans



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Planning Applications

April 2026 Ward: Hawthorn and Lower Rhydfelen

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
26/0235/ADV	Advertisement Consent. Installation 2 no. static LED illuminated panels on two elevations of the western corner, within the existing white steel frame.	Castle Bingo Riverside Forge Oxford Street Nantgarw		Mr M Alexander



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Planning Applications

April 2026 Ward: Pontypridd Town

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
26/0252/FUL	Installation of two small modular coffee shop units. Each unit is a self-contained modular structure, designed for light-touch, low-impact food and drink preparation.	Former M&S/Dorothy Perkins/Burton Retail Units 100-102 Taff Street Pontypridd CF37 4UY	Rhondda Cynon Taf Borough Council	Mr Duncan Hadland



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Planning Applications

April 2026
Ward: Trallwng

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
26/0217/FUL	Change of use of the existing ground floor level optician/offices to a tattoo studio (Sui generis use)	Office 4 Bonvilston Road Pontypridd CF37 4RD	Mr Alex Brown	Mr Roger Evans
26/0264/FUL	Householder Development Proposed single storey rear extension as a replacement of the existing conservatory.	Alafia 31 Pencoed Avenue Pontypridd CF37 4AN	Me Selwyn Gale	Mr Shimal Wickramaratne



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Planning Applications

**April 2026
Ward: Treforest**

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
26/0214/FUL	HMO (C4) Alterations to attic space of HMO to provide two further bedrooms.	Central House Guest House Stow Hill Treforest Pontypridd		D Vivian Jones
26/0262/FUL	HMO (C4) Change of use of property from category C3 dwellinghouse, to a category C4 House in Multiple Occupation.	23 Egypt Street Treforest Pontypridd CF37 1BS	Mr Asad Qadeer	

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