



# Agenda

## Environment, Land Use and Planning Committee – Monday 2<sup>nd</sup> February 2026 @ 5pm (via Zoom)

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1. Welcome and apologies for absence.

2. Declarations of Interest.

To receive disclosures of personal/prejudicial 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/prejudicial interest; and where Members withdraw from the meeting as a consequence of the disclosure of a prejudicial 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. Chief Executive's Report. (pages 1-7)
- 4.1 HMLR – Coedpenmaen Common
  - 4.2 Graig CC – New Fence Line
  - 4.3 Berw Field – Update
  - 4.4 Albion Colliery Memorial – Cilfynydd
  - 4.5 Allotments Progress Report

### **Committee Members**

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Councillor S. Pritchard (Chair)  
Councillor A. Karadog (Vice Chair)  
Councillor A. Kabid  
Councillor C. Thomas  
Councillor C. Morgan

Councillor H. Gronow  
Councillor C. Lises  
Councillor S. Carter  
Councillor L. Davies  
Councillor W. Rees



Tony Graham  
Chief Executive/Town Clerk  
26<sup>th</sup> January 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.**



## **Chief Executive's Report Environment, Land Use and Planning Committee 2<sup>nd</sup> February 2026**

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### **1. HMLR – Coedpenmaen Common**

Members are asked to note that following information coming to light last year that there was a lack of certainty regarding ownership of Coedpenmaen Common, the Chief Executive intends to instruct solicitors who specialise in land registry matters to work with the Town Council to clarify ownership and when appropriate to register the Town Council as trustees/owners of the land. Further information will be provided in due course.

A sum has been set aside in the 2026/27 budget for HMLR/legal fees, and this will be reviewed on a regular basis.

#### **DECISION REQUIRED:**

To note the report and confirm that the matter should be clarified and when deemed appropriate the land registered with HMLR.

### **2. Graig Community Centre – New Fence Line**

Members may recall that an issue arose last year regarding the location of the fence line and ownership of land at Graig Community Centre. The Town Council are long term tenants of the property and have been working with RCT Estates Team to find a positive solution on this matter.

The dispute arose when the owner of a property bordering the centre claimed the fence line had encroached his property. After investigation it appears that RCT had encroached his boundary when building the property and as a consequence the Town Council were asked to close one of the fire exits in the building and use other exits limiting the number of potential users of the building. As this had no significant detriment to the numbers who could actually be accommodated in the building this was agreed.

A site meeting took place on 21<sup>st</sup> January, and it was agreed that RCT would meet with the property owner's surveyor and establish the exact location of the boundary and reroute the fence line along with other works including taking away the fire escape steps. The majority of the work will be funded and carried out by RCT as the landlord. The Town Council have been asked to realign the fence when the exact position has been agreed. This will take a day at most, and our Operatives can carry out this work when required.

**DECISION REQUIRED:**

To note the report.

**3. Berw Field - Update**

Members will recall that significant works to the field have been approved previously and a contractor has been instructed to carry out the work including provision of a living Christmas tree, cutting back brambles, planting new trees and establishing a new meadow grass area.

The Chief Executive is pleased to confirm that the living tree has been planted and the brambles have been cut back and any remaining cuttings have been removed. As we move into Spring and Summer it is expected that the remaining work will be carried out.

**DECISION REQUIRED:**

To note the report.

**4. Albion Colliery Memorial - Cilfynydd**

A request has been received from Cllr Gronow, on behalf of the memorial committee, that the Town Council take on responsibility and ownership of the Memorial. It is suggested that this will protect the Memorial should the current committee no longer be in place.

Ownership of the land where the memorial is sited will have to be established to ensure such care can be guaranteed. There will be a cost for this investigation. In addition, the ongoing maintenance will need to be agreed although this is currently carried out by the Town Council.

**DECISION REQUIRED:**

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

**5. Allotments Progress Report (pages 4-7)**

Members may recall that in the meeting held in November a request was made to provide historical information showing trends in plot numbers at our allotment sites. A report has been prepared setting out this information and is attached for Member's consideration.

**DECISION REQUIRED:**

To note the report.

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<b>Taylor's Field</b>	<b>32 Full Plots</b> <b>8 Half Plots</b>  Full Plot - £26 x 32 = £832 Half Plot - £13 x 8 = £104  <b>Total Income - £936</b>	<b>32 Full Plots</b> <b>8 Half Plots</b>  Full Plot - £24 x 32 = £768 Half Plot - £12 x 8 = £96  <b>Total Income - £864</b>	<b>35 Full Plots</b>  Full Plot - £12 x 35 = £420  <b>Total Income - £420</b>	<b>35 Full Plots</b>  Full Plot - £12 x 35 = £420  <b>Total Income - £420</b>	<b>35 Full Plots</b>  Full Plot - £12 x 35 = £420  <b>Total Income - £420</b>
<b>Tynybedw</b>	No Invoice raised. Site brought back under Town Council control and work needs to be carried out on the site before the plots can be rented out.	No Invoice raised. Site brought back under Town Council control and work needs to be carried out on the site before the plots can be rented out.	<b>4 Full Plots</b>  Full Plot - £12 x 4 = £48  <b>Total Income - £48</b>	<b>4 Full Plots</b>  Full Plot - £12 x 4 = £48  <b>Total Income - £48</b>	<b>4 Full Plots</b>  Full Plot - £12 x 4 = £48  <b>Total Income - £48</b>

<b>Heol Gronfa</b>	12 Full Plots Full Plot - £26 x 12 = £312 <b>Total Income - £312</b>	12 Full Plots Full Plot - £24 x 12 = £288 <b>Total Income - £288</b>	8 Full Plots 4 Vacant/Unusable Full Plot - £12 x 8 = £96 <b>Total Income - £96</b>	8 Full Plots 4 Vacant/Unusable Full Plot - £12 x 8 = £96 <b>Total Income - £96</b>	8 Full Plots 4 Vacant/Unusable Full Plot - £12 x 8 = £96 <b>Total Income - £96</b>
	28 Full Plots Full Plot - £26 x 28 = £728 <b>Total Income - £728</b>	28 Full Plots Full Plot - £24 x 28 = £672 <b>Total Income - £672</b>	8 Full Plots 9 Vacant/Unusable Full Plot - £12 x 8 = £96 <b>Total Income - £96</b>	8 Full Plots 9 Vacant/Unusable Full Plot - £12 x 8 = £96 <b>Total Income - £96</b>	8 Full Plots 9 Vacant/Unusable Full Plot - £12 x 8 = £96 <b>Total Income - £96</b>
	15 Full Plots 4 Half Plots 7 Vacant/Unusable Full Plot - £26 x 15 = £390 Half Plot - £13 x 4 = £52 <b>Total Income - £442</b>	25 Full Plots Full Plot - £24 x 25 = £600 <b>Total Income - £600</b>	22 Full Plots 7 Vacant/Unusable Full Plot - £12 x 22 = £264 <b>Total Income - £264</b>	22 Full Plots 7 Vacant/Unusable Full Plot - £12 x 22 = £264 <b>Total Income - £264</b>	22 Full Plots 7 Vacant/Unusable Full Plot - £12 x 22 = £264 <b>Total Income - £264</b>
<b>Kingsland Terrace</b>					

<b>Llandraw</b>	6 x Smallholdings 3 Vacant/Unusable  3 x Allotments 3 Vacant/Unusable  Smallholdings x 6 = £1080 Allotments x 3 = £155  <b>Total Income - £1235</b>	6 x Smallholdings 3 Vacant/Unusable  4 x Allotments 2 Vacant/Unusable  Smallholdings x 6 = £1080 Allotments x 4 = £175  <b>Total Income - £1255</b>	6 x Smallholdings 3 Vacant/Unusable  4 x Allotments 2 Vacant/Unusable  Smallholdings x 6 = £1080 Allotments x 4 = £175  <b>Total Income - £1255</b>	6 x Smallholdings 3 Vacant/Unusable  5 x Allotments 1 Vacant/Unusable  Smallholdings x 6 = £1080 Allotments x 5 = £195  <b>Total Income - £1275</b>	6 x Smallholdings 3 Vacant/Unusable  5 x Allotments 1 Vacant/Unusable  Smallholdings x 6 = £1080 Allotments x 5 = £195  <b>Total Income - £1275</b>	6 x Smallholdings 3 Vacant/Unusable  5 x Allotments 1 Vacant/Unusable  Smallholdings x 6 = £1080 Allotments x 5 = £195  <b>Total Income - £1275</b>
<b>Tin Plate</b>	66 Full Plots 14 Half Plots 18 Unusable – Flood Damage  Full Plot - £26 x 66 = £1716 Half Plot - £13 x 14 = £182  <b>Total Income - £1898</b>	70 Full Plots 22 Half Plots 6 Unusable – Flood Plain  Full Plot - £24 x 70 = £1680 Half Plot - £12 x 22 = £264  <b>Total Income - £1944</b>	No Charge site was run by allotment association and totally self-sufficient. All income collected was kept by the association and used for maintenance and upkeep of the site which was all carried out by the association.	No Charge site was run by allotment association and totally self-sufficient. All income collected was kept by the association and used for maintenance and upkeep of the site which was all carried out by the association.	No Charge site was run by allotment association and totally self-sufficient. All income collected was kept by the association and used for maintenance and upkeep of the site which was all carried out by the association.	No Charge site was run by allotment association and totally self-sufficient. All income collected was kept by the association and used for maintenance and upkeep of the site which was all carried out by the association.
<b>Fletchers Field</b>	24 Full Plots  Full Plot - £26 x 24 = £624  <b>Total Income - £624</b>	24 Full Plots  Full Plot - £24 x 24 = £576  <b>Total Income - £576</b>	17 Standard Plots 3 Large Plots 5 Vacant/Unusable  Standard Plot - £12 x 17 = £204 Large Plot - £15 x 3 = £45  <b>Total Income - £249</b>	17 Standard Plots 3 Large Plots 5 Vacant/Unusable  Standard Plot - £12 x 17 = £204 Large Plot - £15 x 3 = £45  <b>Total Income - £249</b>	17 Standard Plots 3 Large Plots 5 Vacant/Unusable  Standard Plot - £12 x 17 = £204 Large Plot - £15 x 3 = £45  <b>Total Income - £249</b>	17 Standard Plots 3 Large Plots 5 Vacant/Unusable  Standard Plot - £12 x 17 = £204 Large Plot - £15 x 3 = £45  <b>Total Income - £249</b>

Allotment Site	2025-26	2024-25	2023-24	2022-23	2021-22
<b>Berw Field</b>	46 Full Plots 17 Half Plots 6 Vacant Plots  Full Plot - £26 x 46 = £1196 Half Plot - £13 x 17 = £221  <b>Total Income - £1417</b>	44 Full Plots 20 Half Plots 3 Vacant Plots  Full Plot - £24 x 44 = £1056 Half Plot - £12 x 20 = £240  <b>Total Income = £1296</b>	48 Full Plots 12 Half Plots 4 Vacant Plots  Full Plot - £12 x 48 = £576 Half Plot - £6 x 12 = £72  <b>Total Income - £648</b>	52 Full Plots 4 Half Plots 5 Vacant Plots  Full Plot - £12 x 52 = £624 Half Plot - £6 x 4 = £24  <b>Total Income - £648</b>	51 Full Plots   Full Plot - £12 x 51 = £612  <b>Total Income - £612</b>
<b>Mordecai</b>	12 Full Plots  Full Plot - £26 x 12 = £312  <b>Total Income - £312</b>	12 Full Plots  Full Plot - £24 x 12 = £288  <b>Total Income - £288</b>	10 Full Plots 4 Half Plots  Full Plot - £12 X 10 = £120 Half Plot - £6 x 4 = £24  <b>Total Income - £144</b>	12 Full Plots 3 Half Plots 1 Vacant Plot  Full Plot - £12 x 12 = £144 Half Plot - £6 x 3 = £18  <b>Total Income - £162</b>	12 Full Plots 1 Vacant Plot  Full Plot - £12 x 12 = £144  <b>Total Income - £144</b>
<b>Oaklands</b>	24 Standard Plots 20 Large Plots 1 Vacant Plot  Standard Plot - £26 x 24 = £624 Large Plot - £32 x 20 = £640  <b>Total Income - £1264</b>	24 Standard Plots 20 Large Plots 4 Vacant/Unusable  Standard Plot - £24 x 24 = £576 Large Plot - £30 x 20 = £600  <b>Total Income - £1176</b>	19 Standard Plots 20 Large Plots 9 Vacant/Unusable  Standard Plot - £12 x 19 = £228 Large Plot - £15 x 20 = £300  <b>Total Income - £528</b>	20 Standard Plots 21 Large Plots 7 Vacant/Unusable  Standard Plot - £12 x 20 = £240 Large Plot - £15 x 21 = £315  <b>Total Income - £555</b>	18 Standard Plots 21 Large Plots 9 Vacant/Unusable  Standard Plot - £12 x 18 = £216 Large Plot - £15 x 21 = £315  <b>Total Income - £531</b>