



Agenda

Full Council – Thursday 26th March 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:

Council Meeting – 26th February 2026

Regeneration, Events & Museum Committee – 2nd March 2026

Policy and Finance Committee – 12th March 2026

6. Town Mayor Announcements.
7. Chief Executive's Report (pages 1-47)
 - 7.1 Museum Grants – Update
 - 7.2 Calendar 2026
 - 7.3 DBCC Report
 - 7.4 OVW Manifesto
 - 7.5 Staffing Update
 - 7.6 Town of Culture 2028
 - 7.7 Attendance Management Policy
8. Planning Applications (pages 48-60)
9. Correspondence (pages 61-62)



Tony Graham
Chief Executive/Town Clerk
19th March 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.



CYNGOR TREF
PONTYPRIDD
TOWN COUNCIL

Chief Executive's Report

Council – March 2026

1. Museum Grants – Update

NB has provided the following information in respect of the two ongoing museum grant projects.

The work to the organ is almost complete and we have now made a claim for the organ of £47,185 leaving £11,606 for a final claim before year end (31/3). Currently there is a potential underspend of £3,750 on the organ and NB is looking for additional elements of expenditure and is confident these will be found. It is encouraging to see the flooring and trapdoor renewed and the original floor has been waxed. The carpet fitters will replace the carpet in week beginning 23/3 and the deacons' seats have been re-covered, and the seating legs have been conserved and improved. Final electrical work is currently being completed and a concert to showcase the organ renewal for the Mayor's charities is planned for April.

In respect of the roof garden, we have invoices for around £2,500 so we do not intend to make a claim currently. This leaves around £56,000 still to claim. Approx £15,000 will be the slabs and ramps. We have been informed that we will receive invoices for this work prior to installation. We will have approx. £41,000 to claim against Gunite invoices but most of that will be the floor tiles which have yet to arrive. We are chasing this issue daily and have been informed that the original tiles have been ordered, and the team are ready to install once they arrive but a date for arrival has not been given. Gunite have indicated they are chasing for a delivery date. They have some snagging to complete including the guttering. The Gunite work is our greatest stress point currently. Our Surveyor is chasing SIKA to sign off the guarantee and standards for the seal coatings on the floor. They have attended and we await their report. If the tiles do not arrive, the Council is likely to receive the final grant funds and hold those monies on an extended payment invoice pending the work being completed. NB is discussing this with Welsh Government, and this will be an accrual in our accounts for 2026/27.

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

DECISION REQUIRED:

To note the report.

2. Calendar 2026 (pages 4-5)

The Regeneration, Events and Museum Committee have recently reviewed the attached events calendar for 2026, and Members are invited to review and note the programme for the coming year.

DECISION REQUIRED:

To note the report.

3. Democracy and Boundary Commission Cymru Report (pages 6-24)

Members will be aware that the DBCC have replaced the Independent Remuneration Panel for Wales (IRPW) and now oversee the payments and allowances made to public bodies in Wales (including Town and Community Councillors). Their current report is attached for Members attention. The key element to note is that apart from a small adjustment to the financial loss compensation, allowances for Town and Community Councillors remain unchanged for the coming financial year.

DECISION REQUIRED

To note the report.

4. One Voice Wales Manifesto (pages 25-39)

OVW have recently published their manifesto for the upcoming Senedd elections which is attached. The document is detailed and comprehensive and Members are invited to review the document at their leisure which sets out key demands of the new government from May 2026. The manifesto seeks to ensure the Town and Community sector in Wales is adequately supported and funded as a key area of local government in Wales and it challenges the incoming government to address areas of concern in the sector as highlighted by recent inquiries and documents published by the Senedd and Welsh Government in recent months.

DECISION REQUIRED

To note the report.

5. Staffing Update

The Chief Executive will provide a verbal report on current staffing recruitment following recent Staffing Committee meetings.

DECISION REQUIRED

To note the report.

6. Town of Culture 2028

Members will be aware that the Town Council alongside RCT and the Town and Culture Partnership are preparing an expression of interest (EOI) to become the first town of culture in 2028. This is likely to be a highly competitive process and following three recent community engagement events and a number of meetings of the executive team (the Leader and Chief Executive are members of that group) the draft EOI is in its final stages for approval. This document will be submitted by 31st March and once a copy is available this will be sent to Members for information purposes.

Due to the very tight turnaround period, an expedited process is being followed. If Pontypridd is successful in reaching the second stage, at which point £60k will be made available to develop the bid, then further consultation will take place later this year and Members will be invited to participate in the process at that time.

DECISION REQUIRED

To note the report.

7. Attendance Management Policy (pages 40-47)

Following a recent Staffing Committee Members are invited to adopt the attached Attendance Management policy. The Staffing Committee have requested that the policy is reviewed in 3 months but as this is a policy gap in our governance this interim version is recommended for adoption.

DECISION REQUIRED

To note and adopt the Attendance Management policy as recommended by the Staffing Committee.

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2026 Events

Every Monday - Monday Meet Up 10am 1:30pm in the Museum Community Room, Every Wednesday Graig Meet up, Every Tuesday 'The Bridge' dementia Support Group.

March 2026				
1/03/26	St David's day	Meadow Street	HU	Take part in willow weaving and create a giant Daffodil
22/03/26	Get Growing session 1	Meadow Street	HU	New series of 'learning to grow your own' sessions. One in March, June and August.
April 2026				
April 26	Mayors Concert	Pontypridd Museum	KM/CH/NB	Organ Concert
April 2 & 6 th	Easter Egg Hunt	Meadow Street	HU	Easter Egg Hunt
April 23 rd	USW Garden Party	Meadow Street	HU	USW Therapeutic Art Exhibition/Trail
April	Graig Funday	Graig Community Centre	ES	Family Activities
MAY 2026				
8/05/26 – 10/05/26	PArT26 Weekend	Museum	TT	Display (one student) (Becky Davies, USW)
16/05/26	Start of Tymor Yr Haf 25 Choir Festival		CH	
18/05/26 - 22/05/26	Dementia Action Week	Pontypridd Town Centre and Meadow Street	HW	Supporting Turning Ponty Blue
31/05/26	Wellbeing Weekend	Meadow Street	HU/HW	Open day supporting everything well-being
25-30 th June	May Half term Activities	TBC	HW CF	
May/June	Ponty In Bloom		CH/KM/LD	
JUNE 2026				
1/6/25	Volunteers Week	Museum	HW/TT/CF	Celebration events
7/6/26	Green Week	Meadow Street	Hu / HW	
13.6.26 -15.6.26	Parti Ponty		Menter Ialrh	
JULY 2026				
Summer Holidays Tymor Yr Haf 6 weeks Holidays	Tymor Yr Haf Summer fun days	At various location across PTC areas.	HW	Details to be confirmed
24.7.26 – 26.7.26	Bandstand Celebration, Ynysangharad Park			
25.7.26	RCT Pride event		RCT Pride	
31.8.26 – 2.8.26	Jazz Festival		CH	
Nature Explorers Summer Holidays	Summer holiday Nature Explorers sessions	Meadow Street	HU/HW	Summer Holiday Provision
AUGUST 2026				
30.8.25	Tymor Yr Haf Final Event Museum	Museum	NB	Details to be confirmed Lunchtime talks Thursday A&C weds
SEPTEMBER 2026				
4.9.26 – 6.9.26	Brass Band Festival & Exhibition		CH	
Christmas planning month				
17/09/26	Harvest Festival	Meadow Street	HU	Harvest meal for families
OCTOBER 2026				
Christmas planning month				
4/10/25 -1/11/25	Pontypridd Watercolour Society	Museum	NB TT	Selling Exhibition
9/10/26 – 11/10/26	Morfydd Owen Festival 26	Museum + other venues	CF/CH	TBC
26/10/26 – 30/10/26	Half term week/Halloween activities	Museum + other venues	CF/CH/HW	Welsh Museums Festival 25 (funding)
TBC	Supplying of Christmas Trees		CH	
TBC	Christmas Card Competition		CF	
11/10/26	Apple Day	Meadow Street	HU/HW	Apple juicing and crafts
NOVEMBER 2026				
8/11/26	Remembrance Sunday		CH	In conjunction with RCT.
11/11/26	Armistice Day		CH	
10/11/25 – Jan 26	Seasonal Exhibition	Museum	NB	Child friendly
20/11/26	Christmas Lights Switch on		CH/KM	

4:30pm – 6:30pm				
DECEMBER 2026				
5/12/19th December	Santa's Grotto	Museum	CH KM	



Comisiwn
Democratiaeth a
Ffiniau Cymru

Democracy
and Boundary
Commission Cymru

Annual Remuneration Report

2026-27

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The Commission welcomes correspondence and telephone calls in Welsh or English.

Mae'r ddogfen ar hon ar gael yn y Gymraeg.

This document has been translated into Welsh by Calan.

Democracy and Boundary Commission Cymru

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Foreword

We are pleased to present the Annual Remuneration Report for 2026–27 from the Democracy and Boundary Commission Cymru. This report outlines the determinations regarding pay, expenses, and benefits for members of principal councils, community and town councils, fire and rescue authorities, and national park authorities, effective from 1 April 2026. Recognising the service of elected representatives is vital, as this work supports the broader democratic framework in Wales.

Further details about the Commission can be found on our website [Democracy and Boundary Commission Cymru | DBCC](#).

This is our first report since assuming responsibility for this area, previously managed by the Independent Remuneration Panel for Wales. We extend our thanks to the Panel for their comprehensive framework and to the Welsh Government for their assistance during the transition.

The determinations for 2026–27 are set out in this report. We have developed these within the framework established by the Panel. Our attention now turns to preparing the next report, which will involve a thorough review of both the remuneration framework and the mechanisms used for annual adjustments, as required by the Welsh Government.

In accordance with the [Democracy and Boundary Commission Cymru etc. Act 2013](#), we are required to consider appropriate resettlement payments for councillors who lose their seats in elections and to advise the Welsh Government accordingly.

We will also evaluate the current remuneration structure for senior roles within principal councils and corporate joint committees to ensure it remains relevant and effective.

Additionally, we will review the index used for annual remuneration adjustments and reassess the workload of elected members to ensure fair compensation.

Throughout this process, we will engage with the Welsh Local Government Association and other stakeholders to inform our decisions.

Finally, I would like to thank the Commission's secretariat for their valuable support in developing this report.

Karen Jones

Chair

Chapter 1. Introduction

1. The Commission has taken on the functions of the Independent Remuneration Panel for Wales (IRPW). We are mindful of the past work of the IRPW and thank them for their legacy report¹.
2. We plan to make substantive changes to the remuneration framework only once in each electoral cycle. The report prior to each local government election will give consideration to major changes to the framework, with those in between focusing on annual uprating. This means that this draft report for 2026-27 considers uprating amounts where appropriate but leaves the framework unchanged. The next report, for 2027-28, which we are required to publish by the end of February 2027, will update the framework for those members who will be elected at the May 2027 local elections.
3. The Welsh Government's remit letter for 2025–26 outlines several key objectives for the Commission regarding remuneration:
 - To assess the potential need for resettlement payments and support officials with briefing materials for any related regulatory considerations.
 - To revisit the Framework and Methodology for Remuneration of Senior Roles across Principal Councils and Corporate Joint Committees.
 - To examine the current benchmark linked to the Annual Survey of Hourly Earnings, alongside an evaluation of members' workloads.

Resettlement payments

4. The Welsh Government has asked us to consider what payments, if any, principal councils should make to councillors who stand for re-election but are unsuccessful. We have sought to balance the needs of elected members as they move away from being a councillor against the budgets of councils, taking account where appropriate of those receiving sums from senior roles within their council.
5. The Commission has determined that a resettlement payment scheme should be established. We have written to the Cabinet Secretary to ask if they are minded to draft regulations for this to be in place for the 2027 local elections. If they agree, we will then undertake a consultation on what a scheme should look like as part of our work for next year's report.

Senior roles

6. The Commission will be surveying authorities, their members and representative bodies to ascertain whether the current framework of remuneration for those with senior roles appropriately recognises the time commitment and responsibilities of those roles. We will include any determination to follow from this research in our annual report for 2027-28.

Community and town councils (CTC)

7. The IRPW had previously simplified the reporting requirements for CTCs to encourage members to accept allowances to which they are entitled, and work will continue to monitor the impact of this.

¹ [Independent Remuneration Panel for Wales: legacy report | GOV.WALES](#)

8. The rate at which returns have been submitted to the Commission has been significantly lower than when the IRPW had responsibility for this area. Less than 50% of councils submitted their returns to us. 9% of councils published their returns on their websites, while not sending them on to us. We will discuss this with the representative bodies to explore what additional support we can offer to councils in fulfilling their responsibilities.

Corporate Joint Committees (CJC)

9. CJs are a relatively new type of body. Each of the four committees are made up of the leaders of the principal councils within its area and the chair of any national park authority that lies wholly or partly within its boundary. These leaders are in receipt of remuneration for their role within their respective bodies.
10. Each committee has established a number of sub-committees to deal with specialist areas and in one instance a Joint Overview and Scrutiny Committee. These are made up of councillors and co-opted members.
11. The Commission will consult on whether any additional remuneration is appropriate to reflect the additional time commitment and responsibilities relating to CJs, and include any determination in its 2027-28 annual report.

Co-opted and lay members

12. The IRPW last updated the remuneration of co-opted members of principal councils, national park authorities (NPA) and fire and rescue authorities (FRA) in its 2022 annual report² and included lay members of corporate joint committees (CJC) in its 2024 supplementary report³. The rates were linked to the public appointment rates paid by Welsh Government, which have not been updated in some years.
13. Welsh Government have begun a review of these rates and the Commission will consider the outcome of that review before making any determination in respect of co-opted and lay members of relevant authorities.

Link with the Annual Survey of Hours and Earnings (ASHE)

14. The Commission will consider for our next report whether it continues to be appropriate for remuneration to be linked with the Office for National Statistics data from the Welsh element of their Annual Survey of Hours and Earnings.

Engagement

15. We will continue to engage with the Welsh Local Government Association, One Voice Wales, the Society of Local Council Clerks, and the North & Mid Wales Association of Local Councils as the representative bodies across the local government family, as well as individual authorities, and consider their views in reaching our determinations, whilst continuing to take account of the impact of our decisions on the budgets of authorities.

² [Independent Remuneration Panel for Wales: annual report 2021 to 2022 | GOV.WALES](#)

³ [Independent Remuneration Panel for Wales: review of remuneration for lay members of corporate joint committees | GOV.WALES](#)

Chapter 2. Methodology

21. The Commission is committed to making evidence based decisions in respect of remuneration.
22. This year we prepared an evidence and research paper to pull together the various sources of information that the Commission considered in making its draft Determinations. This provided a wide range of data, evidence, and contextual factors to inform the Commission's decision-making process in relation to its Determinations for the 2026-27 financial year. This included:
 - Data on average UK and Wales weekly earnings, including ASHE.
 - Public and private sector pay trends
 - Annual CPIH and CPI inflation rates
 - Benchmarks, including councillor remuneration in Scotland
 - Research on councillor workload
 - Views and attitudes to remuneration and diversity (Welsh Government)
 - Data collected on the take up of remuneration and benefits packages by councillors
 - Data on local authority finances
23. The full set of evidence and research considered will be published on our website.
24. We attended the WLGA Annual Conference 2025, and will continue to do so in future years, so that councillors and leaders can hear about the full range of the Commission's role, include remuneration, and discuss their views with us.
25. We also attended the Society of Local Council Clerks and One Voice Wales Joint Conference 2025 during the consultation period for our draft report, and spoke to them about trends in the claiming of allowances by members of community and town councils.
26. During the year we heard concerns about a few issues.
27. Leaders in some of the larger community and town councils felt that their role was deserving of greater remuneration than was currently offered. They thought that we might consider something more on a par with that paid to ordinary councillors in principal councils. We note this concern and will seek a more detailed view from the community and town council sector as part of our research for the 2027-28 report.
28. Co-opted and lay members of principal councils expressed a view that their remuneration has not been increased in some years, and that its value has been eroded as a result. We await the outcome of the Welsh Government review of public appointment rates so that we can consider what impact that should have for co-opted and lay members.
29. The Commission would like to thank all those that contributed to our deliberations either directly or through feedback on our draft report.

Chapter 3. Consultation on the Draft Annual Remuneration Report 2026-27

30. We published our draft report on 23 September 2025 for an eight-week consultation, which closed on 18 November 2025.
31. Stakeholders and the public were asked to provide their feedback on our proposed determinations. A total of 26 responses were received, all by email to remuneration@dbcc.gov.wales. The Commission would like to thank those who responded and acknowledges the low response rate. We will be reviewing our engagement with stakeholders as part of the wider work being undertaken for the next report.
32. The Commission considered the representations carefully before it formulated its final determinations. All representations are published on the Commission's website in line with our publication and redaction policy.
33. A number of responses expressed concern with our continued application of ONS data on median salaries in Wales, and the increase that has indicated for the final year of the local government electoral cycle. We recognise that concern and are committed to carrying out research on the range of measures available. We are retaining the link to ASHE for this report as we, and the Panel before us, committed to do for this cycle, but we will consult on the index to be used for increases across the next electoral cycle as part of the work towards our report for 2027-28.
34. The Commission has considered the feedback received and concluded that the draft determinations will be adopted for 2026-27. They are included in the next chapter of this report.

Chapter 4. Determinations for 2026-27

35. The following determinations will apply to all payments due to be paid in the 2026-27 financial year.
36. Members retain the right to opt out of any payment, in full or in part. That is an individual decision for members. Authorities are not permitted to make a collective decision to opt out of mandatory payments.

Determination 1/2026: Basic salary for elected members of principal councils

37. The basic salary, paid to all elected members, is remuneration for the responsibility of community representation and participation in the scrutiny, regulatory and related functions of local governance. It is based on a full-time equivalent of 3 days a week. The Commission has reviewed this time commitment, and no changes are proposed for 2026-27.
38. The Commission is fully aware of the current constraints on public funding and the impact its decisions will have on the budgets of principal councils. The Commission is also mindful of our aims and objectives to provide a fair and reasonable remuneration package to support elected members and to encourage diversity of representation.
39. The Commission has determined that for the financial year 1 April 2026 to 31 March 2027 it is right to retain the link between the basic salary of councillors and the average salaries of their constituents. The basic salary will be aligned with three fifths of the all-Wales 2024 ASHE⁴, the latest figure available at the time of writing. The basic salary will be £21,044, an increase of 6.4% on 2025-26.

Determination 2/2026: Salaries paid to senior, civic and presiding members of principal councils

40. All senior salaries include the basic salary payment. The different levels of additional responsibility of and between each role is recognised in a banded framework. No changes to banding are proposed this year.
41. The basic pay element will be uplifted in line with ASHE and the same uplift will also apply to the role element of Bands 1, 2, 3, 4 and 5, giving all roles a 6.4% increase.
42. The salary of a leader of the largest (Group A) council will therefore be £78,917. All other payments have been determined with reference to this and are set out in Tables 1 and 2 below.

⁴ [Annual survey of hours and earnings: 2024 \[HTML\] | GOV.WALES](#)

Table 1: salaries payable to basic, senior, civic and presiding members of principal councils

Description	Amount
Group A	
Band 1 leader	£78,917
Band 1 deputy leader	£55,242
Band 2 executive member	£47,350
Group B	
Band 1 leader	£71,025
Band 1 deputy leader	£49,717
Band 2 executive member	£42,615
Group C	
Band 1 leader	£67,079
Band 1 deputy leader	£46,955
Band 2 executive member	£40,247
All principal councils	
Basic salary	£21,044
Band 3 committee chair (if paid)	£31,567
Band 4 leader of the largest opposition group	£31,567
Band 5 leader of other political groups (if paid) and deputy civic head	£25,253
Civic head (if paid)	£31,567
Deputy civic head (if paid)	£25,253
Presiding member (if paid)	£31,567
Deputy presiding member (basic only)	£21,044

Table 2: Council groups by population

Group A Population over 200,000	Group B Population 100,000 to 200,000	Group C Population up to 100,000
Cardiff	Bridgend	Blaenau Gwent
Rhondda Cynon Taf	Caerphilly	Ceredigion
Swansea	Carmarthenshire	Denbighshire
	Conwy	Isle of Anglesey
	Flintshire	Merthyr Tydfil
	Gwynedd	Monmouthshire
	Newport	Torfaen
	Neath Port Talbot	
	Pembrokeshire	
	Powys	
	Vale of Glamorgan	
	Wrexham	

There are no further changes to the payments and benefits paid to elected members.

Determination 3/2026: Salaries for Joint Overview and Scrutiny Committee (JOSC) members

43. The salary of a chair of a JOSC will continue to be aligned to Band 3 and will be set at £10,522.
44. The salary of a vice-chair is set at 50% of the Chair and will be £5,261.
45. There are no other changes in this area.

Determination 4/2026: Payments to NPA and FRA members

46. The 3 national parks in Wales; Eryri, Pembrokeshire Coast and Bannau Brycheiniog, were formed to protect spectacular landscapes and provide recreation opportunities for the public. The Environment Act 1995 led to the creation of a NPA for each park. NPAs comprise members who are either elected members nominated by the principal councils within the national park area or are members appointed by the Welsh Government through the public appointments process. Welsh Government appointed and council nominated members are treated equally in relation to remuneration.
47. The three FRAs in Wales; Mid and West Wales, North Wales and South Wales were formed as part of Local Government re-organisation in 1996. FRAs comprise elected members who are nominated by the principal councils within each fire and rescue service area.
48. In line with the Commission's decision to increase the basic salary of elected members of principal councils, the remuneration level for ordinary members of both NPAs and FRAs is also increased in line with ASHE.
49. The remuneration for chairs will remain linked to a principal council Band 3 senior salary. Their role element will increase accordingly. Deputy chairs, committee chairs and other paid senior posts will remain linked to a Band 5. Full details of the levels of remuneration for members of NPAs and FRAs is set out in Table 3.

Table 3: Payments to NPA and FRA members

NPAs	Amount
Basic salary for ordinary member	£5,936
Chair	£16,458
Deputy chair (where appointed)	£10,144
Committee chair or other senior post	£10,144
FRAs	Amount
Basic salary for ordinary member	£2,968
Chair	£13,490
Deputy chair (where appointed)	£7,177
Committee chair or other senior post	£7,177

50. Other than the above increases, there are no changes proposed this year.

Determination 5/2026: Co-opted members of principal councils, National Park Authorities and Fire and Rescue Authorities and lay members of Corporate Joint Committees

51. Principal councils, NPAs and FRAs must pay their co-opted members who have voting rights fees at the rates in Table 4 below.

52. All determinations in this section that relate to co-opted members will apply equally to CJC lay members with voting rights from 31 July 2024.
53. The appropriate officer within the authority must set in advance whether a meeting is programmed for a full or half day. When the meeting is set for a full day, the fee will be paid on this basis even if the meeting finishes within 4 hours.
54. The Commission has determined there should be local flexibility for the appropriate officer to decide when it will be appropriate to apply a day or a half day rate or to use an hourly rate where it is sensible to aggregate a number of short meetings.

Table 4: Fees for co-opted and lay members (with voting rights)

Role	Hourly rate payment	Up to 4 hours payment rate	4 hours and over payment rate
Chairs of standards, and audit committees	£33.50	£134	£268
Lay chairs of CJs	£33.50	£134	£268
Ordinary Members of Standards Committees who also chair Standards Committees for Community and Town Councils	£29.75	£119	£238
Ordinary lay members of CJs	£29.75	£119	£238
Ordinary Members of Standards Committees; Education Scrutiny Committee; Crime and Disorder Scrutiny Committee and Audit Committee	£26.25	£105	£210
Community and Town Councillors sitting on Principal Council Standards Committees	£26.25	£105	£210

Determination 6/2026: Payments to community and town council (CTC) members

55. CTCs can opt to pay financial loss compensation to their members, where such loss has occurred for attending approved duties. The Commission has determined to maintain the alignment with the daily rate of ASHE as follows:
- Up to £67.45 for each period not exceeding 4 hours.
 - Up to £134.90 for each period exceeding 4 hours but not exceeding 24 hours.
56. Other than this change to the financial loss compensation, no changes are made to payments to CTC members. Remuneration is due as set out in Tables 5 and 6 below.

Table 5: Extra costs payment (per group) for all members of CTCs

Type of payment	Group 1	Group 2 and 3	Group 4 and 5
Extra costs payment	Mandatory £156 for all members	Mandatory £156 for all members	Mandatory £156 for all members
Senior role	Mandatory £500 for 1 member; optional for up to 7	Mandatory £500 for 1 member; optional up to 5	Optional up to 3 members
Mayor or chair	Optional up to a maximum of £1,500	Optional up to a maximum of £1,500	Optional up to a maximum of £1,500
Deputy mayor or chair	Optional up to a maximum of £500	Optional up to a maximum of £500	Optional up to a maximum of £500
Attendance allowance	Optional up to a maximum of £30	Optional up to a maximum of £30	Optional up to a maximum of £30
Financial loss	Optional	Optional	Optional
Travel and subsistence	Optional	Optional	Optional
Costs of care or personal assistance	Mandatory	Mandatory	Mandatory
Office consumables	Mandatory £52 or full reimbursement for all members	Mandatory £52 or full reimbursement for all members	Mandatory £52 or full reimbursement for all members

Table 6: CTC groups by electorate

Group	Electorate
1	over 14,000
2	10,000 to 13,999
3	5,000 to 9,999
4	1,000 to 4,999
5	below 1,000

If the annual income or expenditure of a community or town council permanently exceeds £200,000, they will be moved to the next largest group.

Chapter 5. Summary of determinations for 2026-27

1/2026

57. The basic salary for elected members of principal councils is set at £21,044.

2/2026

58. The salary of a leader of the largest (Group A) council will be £78,917. All other payments have been determined with reference to this and are set out in Table 1.

3/2026

59. The salary of a chair of a JOSOC will be set at £10,522. The salary of a vice-chair will be £5,261.

4/2026

60. The basic pay of NPA and FRA members has been increased as set out in Table 3.

5/2026

61. The fees for co-opted members of principal councils, National Park Authorities and Fire and Rescue Authorities and lay members of Corporate Joint Committees are set out in Table 4.

6/2026

62. The optional financial loss compensation for CTC members is increased to:
- up to £67.45 for each period not exceeding 4 hours
 - up to £134.90 for each period exceeding 4 hours but not exceeding 24 hours
63. All other payments to members of CTCs are unchanged from previous years.

Chapter 6. Current determinations from previous years

64. The following determinations are unchanged from previous years, but are restated here for completeness.

Salaries payable to senior, civic and presiding members of Principal Councils

65. The limit on the number of senior salaries payable, known as the cap, remains in place. This is set out in Table 7 below.

Table 7: Maximum numbers of council membership eligible for payment of a senior salary

Council	Group	Number of councillors	Maximum senior salaries payable
Cardiff	A	79	19
Rhondda Cynon Taf	A	75	19
Swansea	A	75	19
Bridgend	B	51	18
Caerphilly	B	69	18
Carmarthenshire	B	75	18
Conwy	B	55	18
Flintshire	B	67	18
Gwynedd	B	69	18
Neath Port Talbot	B	60	18
Newport	B	51	18
Pembrokeshire	B	60	18
Powys	B	68	18
Vale of Glamorgan	B	54	18
Wrexham	B	56	18
Blaenau Gwent	C	33	16
Ceredigion	C	38	17
Denbighshire	C	48	17
Isle of Anglesey	C	35	17
Merthyr Tydfil	C	30	15
Monmouthshire	C	46	17
Torfaen	C	40	17

Group A councils: population over 200,000

Group B councils: population 100,000 to 200,000

Group C councils: population up to 100,000

Restrictions on senior post remuneration

66. Posts within the principal council (Determination 7 of 2022)

- An elected member must not be remunerated for more than 1 senior post within their authority.
- An elected member must not be paid a senior salary and a civic salary.
- All senior and civic salaries are paid inclusive of basic salary.
- If a council chooses to have more than 1 remunerated deputy leader, the difference between the senior salary for the deputy leader and other executive members should be

divided by the number of deputy leaders and added to the senior salary for other executive members in order to calculate the senior salary payable to each deputy leader.

Restrictions on payment for posts outside the principal council

67. Members in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any NPA or FRA to which they have been appointed.
68. They remain eligible to claim travel and subsistence expenses and contribution towards costs of care and personal assistance from the NPA or FRA. (Determination 8 of 2022)
69. Members in receipt of a Band 1 or Band 2 salary cannot receive any payment from a community or town council of which they are a member. They remain eligible to claim travel and subsistence expenses and contribution towards costs of care and personal assistance from the community or town council. Where this situation applies, it is the responsibility of the individual member to comply. (Determination 9 of 2022)

Support to elected members of principal councils

70. Each authority, through its Democratic Services Committee, must ensure that all its elected members are given as much support as is necessary to enable them to fulfil their duties effectively. All elected members should be provided with adequate telephone, email and internet facilities giving electronic access to appropriate information. (Determination 10 of 2022)
71. Such support should be without cost to the individual member. Deductions must not be made from members' salaries by the respective authority as a contribution towards the cost of support which the authority has decided necessary for the effectiveness and or efficiency of members. (Determination 11 of 2022)

Specific or additional senior salaries and assistants to the executive

72. Principal councils can apply for specific or additional senior salaries that do not fall within the current Framework (Determination 12 of 2022).
73. The Commission will decide on a case-by-case basis the appropriate senior salary, if any, for assistants to the executive (Determination 13 of 2022).
74. Guidance to local authorities on the application process was issued in April 2014.

Local Government Pension Scheme

75. The entitlement to join the Local Government Pension Scheme shall apply to all eligible elected members of principal councils (Determination 16 of 2022).

Family absence provisions for elected members of principal councils

76. In this section, "family absence" refers to maternity, newborn, adoption and parental absences from official business.
77. These different categories are defined in [The Family Absence for Members of Local Authorities \(Wales\) Regulations 2013](#). The Welsh Government has published guidance on the different kinds of absence at [Absence from local authority meetings: family absence \[HTML\] | GOV.WALES](#).
78. An elected member is entitled to retain a basic salary when taking family absence under the original regulations or any amendment to the regulations irrespective of the attendance

record immediately preceding the commencement of the family absence. (Determination 17 of 2022)

79. When a senior salary holder is eligible for family absence, they will continue to receive the salary for the duration of the absence. (Determination 18 of 2022)
80. It is a matter for the authority to decide whether to make a substitute appointment. The elected member substituting for a senior salary holder taking family absence will be eligible to be paid a senior salary if the authority so decides. (Determination 19 of 2022)
81. If the paid substitution results in the authority exceeding the maximum number of senior salaries which relates to it, as set out in the IRPW's Annual Report, an addition to the maximum will be allowed for the duration of the substitution. However, this will not apply to Merthyr Tydfil County Borough Council if it would result in the number of senior salaries exceeding fifty percent of the Council membership. Specific approval of Welsh Ministers is required in such circumstances. (Determination 20 of 2022)
82. Isle of Anglesey County Council was included in Determination 20 of 2022, but subsequent changes to the number of councillors for Isle of Anglesey County Council made its inclusion in this exception unnecessary.
83. When a council agrees a paid substitution for family absence the Commission must be informed within 14 days of the date of the decision, of the details including the particular post and the duration of the substitution (Determination 21 of 2022).
84. The council's schedule of remuneration must be amended to reflect the implication of the family absence (Determination 22 of 2022).

Sickness absence payments for senior salary holders of principal councils

85. The framework provides arrangements for long term sickness absence for senior salary holders. These arrangements are set out in the Annex to this report.

Corporate Joint Committees (CJCs)

86. The payment of contribution to costs of care and travel and subsistence for CJC related activities has applied to all members of CJCs since 2022.
87. Payments to CJC co-opted lay members are covered below under the heading Co-opted Members of Principal councils, NPA and Fire and Rescue Authorities and lay members of Corporate Joint Committees.

Payments to National Parks Authorities and Fire and Rescue Authorities

88. Members must not receive more than one NPA senior salary (Determination 27 of 2022).
89. A NPA senior salary is paid inclusive of the NPA basic salary (Determination 28 of 2022).
90. Members of a principal council in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any NPA to which they have been appointed. Where this situation applies, it is the responsibility of the individual member to comply (Determination 29 of 2022).
91. Members must not receive more than one FRA senior salary (Determination 34 of 2022).
92. An FRA senior salary is paid inclusive of the FRA basic salary and must reflect significant and sustained responsibility (Determination 35 of 2022).
93. Members of a principal council in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any FRA to which they have been nominated. Where this situation applies, it is the responsibility of the individual member to comply (Determination 36 of 2022).

Co-opted members of principal councils, National Park Authorities and Fire and Rescue Authorities and lay members of Corporate Joint Committees

94. Travelling time to and from the place of the meeting is to be included in the claims for payments made by co-opted members (up to the maximum of the daily rate). (Determination 39, 2022)
95. Fees must be paid for meetings and other activities including other committees and working groups (including task and finish groups), pre meetings with officers, training and attendance at conferences or any other formal meeting to which co-opted members are requested to attend. (Determination 41 of 2022)
96. Reasonable time for pre meeting preparation is to be included in claims made by co-opted members the extent of which can be determined by the appropriate officer in advance of the meeting (Determination 5 of 2023).
97. Each authority, through its Democratic Services Committee or other appropriate committee, must ensure that all voting co-opted members are given as much support as is necessary to enable them to fulfil their duties effectively. Such support should be without cost to the individual member (Determination 42 of 2022).
98. Co-opted and lay members of relevant authorities with voting rights are also able to claim travel, subsistence, care and personal assistance payments as set out in the sections below.

Travel and subsistence expenses

99. The rates of reimbursement of mileage, other travel costs and subsistence costs that can be claimed by members of principal councils, NPAs, FRAs, and their co-opted members, and to members of CJsCs and their lay members is set out below.
100. Community and Town Councils can opt to reimburse travel and or subsistence costs. Where the option to reimburse has been made, this must be as specified in the Travel and subsistence guidance.

Mileage costs

101. Reimbursement must be at the current HM Revenue and Customs (HMRC) rates.⁵

Other travel costs

102. All other claims for travel, including by taxi if this is the only or most appropriate method of transport, must only be reimbursed on actual cost as shown on receipts.

Subsistence costs

103. The maximum rates for subsistence payments are set out below on the basis of receipted claims:
 - £28 per 24-hour period allowance for meals, including breakfast where not provided
 - £200 London overnight
 - £95 elsewhere overnight
 - £30 staying with friends and or family overnight

⁵ [Travel — mileage and fuel rates and allowances - GOV.UK](#)

Costs of Care and Personal Assistance Payments

104. All relevant authorities must provide a payment towards necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs as follows:
- formal (registered with Care Inspectorate Wales or equivalent) care costs to be paid as evidenced
 - informal (unregistered) care costs to be paid up to a maximum rate equivalent to the Real Living Wage hourly rates as defined by the Living Wage Foundation⁶ at the time the costs are incurred
105. This must be for the additional costs incurred by members to enable them to carry out official business or approved duties. Each authority must ensure that any payments made are appropriately linked to official business or approved duty. Payment shall only be made on production of receipts from the care provider (Determination 43 of 2022).

Community and town councils

106. Reporting returns due from all community and town councils need only show the total amounts paid in respect of the mandatory payments mentioned above. That is the £156 contribution to the costs of working from home and the £52 set rate consumables allowance and the travel and subsistence expenses paid. This brings these in line with the reporting of the costs of care and personal assistance allowances. (Determination 8 of 2024)
107. Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is leader, deputy leader or executive member) cannot receive any payment from any community or town council, other than travel and subsistence expenses and contribution towards costs of care and personal assistance. (Determination 53 of 2022)
108. Community and town councils can decide to reimburse their members in respect of travel and or subsistence costs for attending approved duties. Where the option to reimburse has been made, the Travel and subsistence expenses guidance must be applied. (Determination 46 and 47 of 2022)

⁶ [What is the real Living Wage? | Living Wage Foundation](#)

Annex: sickness absence payments for senior salary holders of principal councils

The Commission's framework provides arrangements for long term sickness absence for senior salary holders as follows:

- Long term sickness is defined as certified absences in excess of 4 weeks.
- The maximum length of sickness absence within these proposals is 26 weeks or until the individual's term of office ends, whichever is sooner (but if reappointed any remaining balance of the 26 weeks will be included).
- Within these parameters a senior salary holder on long term sickness can, if the authority decides, continue to receive remuneration for the post held.
- It is a decision of the authority whether to make a substitute appointment, but the substitute will be eligible to be paid the senior salary appropriate to the post.
- If the paid substitution results in the authority exceeding the maximum number of senior salaries payable for that authority, as set out in the Annual Report, an addition will be allowed for the duration of the substitution. (However, this would not apply to Merthyr Tydfil County Borough Council if it would result in more than 50% of the membership receiving a senior salary. It would also not apply in respect of a council executive member if it would result in the cabinet exceeding 10 posts, the statutory maximum).
- When an authority agrees a paid substitution, the Commission must be informed within 14 days of the decision of the details including the specific post and the estimated length of the substitution. The authorities' Schedule of Remuneration must be amended accordingly.
- It does not apply to elected members of principal councils who are not senior post holders as they continue to receive basic salary for at least 6 months irrespective of attendance and any extension beyond this timescale is a matter for the authority.

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**Un Llais Cymru
One Voice Wales**

COMMUNITY AND TOWN COUNCILS MANIFESTO

**BUILDING STRONGER
COMMUNITIES FOR WALES
2026 - 2031**



Introduction

Community and town councils are the most local part of our democracy and play an integral role in the functioning of communities in Wales. They provide our neighbourhoods, villages and towns with a democratic voice and a structure for taking action – real people power at grassroots level.

We need more local democracy with more empowered people and places. The newly elected government in 2026 provides an opportunity for politicians of all parties to support our most local, and increasingly important, level of governance. A chance to demonstrate their commitment to citizen-led action, which protects local assets and services and delivers responsive services based on local priorities, all of which improves lives and enhances communities.

This manifesto sets out our positive offer to the next Government and creates a new vision of how better services could be delivered with local people. It outlines how we can help the next Government realise its ambitions for community empowerment, co-production and devolution.

This manifesto also arms the next Government with a range of policy ideas to unlock the power and potential of communities by helping community and town councils flourish in pursuing better lives for their residents. Our vision is to improve the quality of life for local communities through having vibrant, dynamic and effective community and town councils.

One Voice Wales wants to work with the next Government to turn this vision into a reality.



About Community and Town Councils:

There are 731 community and town councils in Wales, representing this tier of government closest to the people. They cover approximately 94% of the land area and 70% of the population of Wales.

The communities they serve range from small rural settlements to large towns and their budgets vary accordingly. However, what they all have in common is serving their communities and acting to improve the quality of life in their locality. This is achieved through exercising a range of statutory powers and duties, and much more.

Community and town councils are responsible to their local electorates for delivering a wide range of services and for the provision and upkeep of local amenities.

Each council is made up of elected members, or in some cases co-opted members. In Wales there are approximately 8,000 community and town councillors, who represent the interests of the community they serve. They are recognised as having a role in providing the voice of the citizen in the development and delivery of public services in Wales.



Community and Town Councils A Wider Role: Building Stronger Communities

Public agencies need to be more responsive to local needs and closer engagement with community and town councils can assist in creating a greater awareness and understanding of local needs and requirements.

The Covid-19 pandemic and cost-of-living crisis has exposed and accelerated problems that have long been embedded in our communities. Our places are struggling in the wake of declining retail sales and lockdown restrictions, and this has a knock-on effect on the environmental, economic, social and cultural well-being of Wales.

The way in which we live, and work will not be the same as we go forward, and big questions need to be asked about what we need to do to ensure that our places are thriving and resilient. We believe that the answers to these questions lie within our communities, and throughout this Manifesto we set out a vision for a Wales where more economic power is returned to local citizens, and it is the norm for people to have a greater say in how they shape their communities.

When we talk about community, we mean a community of place and the people who live and work in that place. It is important that place-based community leaders focus on creating inclusive environments for all.

For Wales's places to build back better from the effects of the pandemic and economic shutdown and challenges of the cost-of-living crisis, we need to see power redistributed back to our communities.

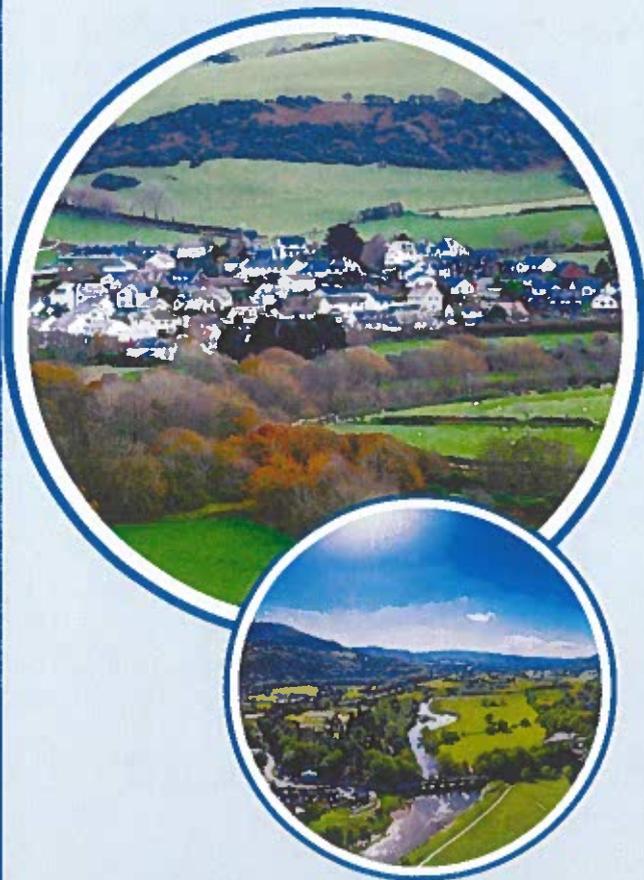
As Audit Wales comments in their 'Together We Can' publication...

“Town and community councils are a key stakeholder in creating resilient and self-reliant communities. They are often well placed in local networks and hold significant community assets that can be used by groups. Collaborating with town and community councils opens the opportunity to involve communities more actively, which should increase public buy-in, and, in turn, help stimulate community resilience.”

Working with community and town councils all communities should have:

- the tools to better understand their area
- the voice to represent their needs to decision makers
- the means to make a change in the places where they live and work.

The pandemic recovery and cost-of-living crisis presents an opportunity for us to design communities that work for people and foster health and wellbeing.



All Welsh communities should:

- be co-designed with and for all people living and working there
- be well connected and promote opportunities for social interaction
- provide high performing and responsive services and facilities for people
- celebrate their culture and identity

We believe that this can create a lasting impact by improving the physical environment and creating sustainable and vibrant places that are focused on supporting people's wellbeing.



Vision:

Imagine a future where communities thrive, local services flourish, and every resident feels heard and valued. Thanks to Wales' 731 community and town councils, this vision is within reach. Positioned at the heart of our communities, these democratic, accountable, and transparent grassroots bodies are uniquely equipped to address the challenges of austerity and public service delivery.

Community and town councils excel at engaging directly with residents, making them ideal for revitalising communities and fostering economic, environmental, and social prosperity. They are dedicated to rebuilding communities and making impactful decisions that benefit everyone.

Embracing localism is the key to overcoming division and enhancing local services. Empowering community and town councils can create a more connected and supportive society. We have outlined a compelling manifesto demonstrating how government collaboration can amplify these efforts.

Join us in supporting community and town councils and enabling communities to help themselves. Together, we can build a brighter future for all where:

- Community and town councils nationwide will be the centre of community effort, the natural focus of public activity and service delivery with a clear purpose to deliver place-based services.
- Community and town councils give a democratic voice to communities in the deliberations of other agencies and work in partnership with them.
- Vibrant, dynamic, and effective local councils will help communities build strength and resilience and improve residents' quality of life.



Our Offer:

- ➔ Community and town councils **give people a voice and structure for taking action** as the first tier of local government.
- ➔ Community and town councils **provide democratic leadership** that is accountable, accessible and transparent.
- ➔ Community and town councils **comply with the same practice and behaviour standards** as other tiers of local government.
- ➔ Community and town councils **plan for the future of communities by championing what matters to local people**, including the built and natural environment and sustainable local services.
- ➔ Community and town councils are **fiscally responsible by engaging with residents and businesses** about investing in local priorities, services and projects.
- ➔ Community and town councils **work with unitary authorities, businesses, local groups and others** to support local economic growth and regeneration.
- ➔ Community and town councils **help build community cohesion and resilience** and, plan for the future by protecting local assets and shaping local developments.



Our Five Asks Of The New Government:

One Voice Wales agrees with the findings of the Future Generations Report 2025 (April 2025) which identified that:

- **The prevention agenda needs to be prioritised and protected.**
- **Partnership arrangements are not being used effectively**
- **Implementation is best achieved through meaningful involvement with communities**
- **There are entrenched inequalities in Wales which are getting worse**

We have set out below how working with the community and town council sector can help to address these critical issues and how the new government can support the community and town council sector by supporting the following “5 Asks”.

ASK ONE

Commit to taking forward the recommendations of the Senedd Inquiry Report (March 2025) into the role, governance and accountability of the community and town council sector (<https://laiddocuments.senedd.wales/gen-ld17169-en.pdf>) which were supported by One Voice Wales including:

Recommendation 1. The Welsh Government should work with the sector and the Auditor General for Wales to co-produce a new bespoke audit system for community and town councils in Wales.

Recommendation 2. The Welsh Government should explore the option of using statutory guidance via the Local Government and Elections (Wales) Act 2021 as a vehicle for introducing mandatory code of conduct training for community and town councillors and formally consult with the sector on the proposal.

Recommendation 3. The Welsh Government should continue to offer a bursary to One Voice Wales for delivery of its code of conduct training, maintained at existing levels.

Recommendation 4. The Welsh Government should work with relevant stakeholders to explore options to facilitate greater use of local resolutions to disputes.

Recommendation 5. The Welsh Government should work with local government to explore mechanisms to enable the community and town council sector to access support from local authority monitoring officers and HR services.

Recommendation 6. The Welsh Government should work with a relevant body, such as the Democracy and Boundary Commission Cymru, to undertake a review of evidence to inform sizing policies to ensure a nationally consistent approach to principal council-led community reviews.

Recommendation 7. The Welsh Government should engage with the community and town council sector to explore greater opportunities for clustering and to encourage the sharing of good practice.

Recommendation 8. The Welsh Government should support both tiers of local government to ensure a review of the model charter between principal and community councils can be undertaken.

Recommendation 9. The Welsh Government should provide an update on the implementation of the digital health of community and town councils action plan published in May 2023.

Recommendation 10. The Welsh Government should work with the WLGA and One Voice Wales to encourage local authorities to:

- provide IT support to community and town councils through service level agreements
- share facilities for use by community and town councils to hold hybrid meetings.

Recommendation 11. The Welsh Government should make the necessary legislative changes so that community and town councils eligible to exercise the General Power of Competence are only required to affirm their eligibility once during an electoral term.



ASK TWO

Empower Communities

The Future Generations Report 2025 findings identified that short term needs are prioritised over long term approaches, current investment in prevention is insufficient to drive change, health inequalities will only be addressed by systems and place-based approaches and entrenched inequalities in Wales are exacerbated by cost of living.

To address these issues the next government should:

- **Strengthen community and town councils' rights to produce place plans** (continue to support the placemaking principles outlined in the Placemaking Wales Charter) as well as strengthening specialist advisory support for community and town councils regarding community assets transfers and taking over services.
- **Enable greater influence on local councils' decisions**, such as highways, housing, licensing and planning (including a right of appeal).
- **Establishing an arts and culture programme for community and town councils in Wales** which supports local creative practitioners, organisations and communities to work together to develop local cultural strategies.
- **Support partnership working between both tiers of local government** reflected in joint Charter arrangements that establish a firm foundation for effective working and where necessary legislate for Charters if progress is not achieved.
- **Support and build the capacity and skills of community groups to work in partnership with community and town councils** as well as raising the general awareness of the powers and responsibilities of this tier of local government.
- **Explicitly take account of the role of community and town councils in any place-based approach by Welsh Government** and its delivery partners and connect them to the local infrastructure and development plans so that they can enhance the effectiveness of locally based approaches and help sustain the continuing benefit of local interventions.



ASK THREE Diverse Funding

The COVID pandemic and cost-of-living crisis has shown us that crisis response is often best managed at a local level, yet the infrastructure is not currently in place to empower people to play an active role in shaping where they live and work during normal times.

To make this a reality, the next Welsh Government should:

- **Introduce a Community and Town Council Development Fund.** This would fund development officers to enable the creation of new community and town councils and support existing councils to improve how they contribute to their own local priorities.
- **Introduce a Future of Welsh Towns Fund** that would help every town in Wales create a strategy for its future in collaboration with neighbouring community councils. These strategies must be codesigned and have data and evidence at their heart.
- **Create a grant to support community and town councils to introduce deliberative democracy tools** such as participatory budgeting to give communities a stronger voice in local democracy.
- **Direct access to government funding and enabling powers for ministers to fund community and town councils** and ensure the Revenue Support Grant and the range of specific grant funding from the government is passed on to community and town councils by unitary authorities where appropriate.
- **A share of business rates** with the community and cultural assets are exempted.
- **Increased developer levy contributions** to community and town councils and flexibility in its use.



ASK FOUR

Strengthening Local Leadership

The connections between the local and the national tiers of government require review to ensure that national and regional approaches can be better understood and effectively sustained at the local level and provide inter-connectivity with the future Public Service Board arrangements. Through their representative body, One Voice Wales, closer connections need to be made with all Welsh Government departments.

To achieve this, the next Welsh Government should:

- Introduce a new **Partnership Agreement between Welsh Government and One Voice Wales** (replacing the existing Memorandum of Understanding) should be established setting out a vision for a more collaborative approach to delivering shared priorities for the communities of Wales including:
 - **Tackle cost-of-living crisis** issues.
 - **Transform our local environments** recognising climate change as one of the biggest threats to communities across Wales
 - Deliver **sustainable person-centred public services** recognising the role community and town councils can play in **'place-based service provision'**, aging demography and opportunities to innovate.
 - Establishing a **new principle of funding for the sector** when implementing new initiatives.
- Through a new **Local Government (Community and Town Councils) Bill** introduce measures to reform the laws governing the administration of community and town councils, which will include new powers setting out a clear purpose for the sector and to deliver place-based local services.
- **Promote use of the General Power of Competence** and remove barriers to the use of this 'right to innovate'.
- **Strengthen the role of community and town councils in the planning system** by coordinating policy to focus on places and supporting communities to shape the place they live in by putting **'Place Plans' on a statutory footing** thereby addressing the importance of cultural placemaking, providing holistic solutions to ensure the future of the Welsh language and addressing polarisation and fostering cohesive communities.
- **Introduce a 'right to engage'** which will help community and town councils work more equitably and effectively with unitary authorities and other public services.
- **Promote civility and respect in public life**, including strengthening the standards regime and introducing sanctions.



ASK FIVE

Building Capacity & Capability

- Work with the sector to **encourage more people to become councillors**, making it easier for people to stand and serve, promoting contested elections and **establishing a national democracy fund**.
- Encourage more people from all backgrounds and experiences to get **involved with community and town councils** as councillors or professional officers.
- Make it **easier to stand and serve** as councillors.
- **Support and invest in the National Improvement Strategy** for community and town councils, which encourages and provides training and development opportunities to community and town councils.
- To **establish a 'Smart Towns Initiative' fund** for town councils and larger community councils to ensure every larger council in Wales enjoys **improved access to digital infrastructure**. This initiative should **support towns and neighbouring communities as well as local businesses** to use digital technologies to deliver local services and support local businesses.





Community and Town Councils: Representing Communities and Delivering Democracy

There are **731 community and town councils** in Wales...

... And **8,000 councillors** making a difference in their community providing nearly **£60 million of voluntary contribution** each year to Welsh society.

Currently around **£70 million is invested in communities** every year in Wales by community and town councils.

The number of people represented by community and town councils in Wales has been steadily increasing, with **over 2.1 million people already benefiting** from their work.



ABOUT ONE VOICE WALES

One Voice Wales is the national representative organisation for community and town councils throughout Wales. The vision subscribed to by One Voice Wales is:

“Working with local councils in Wales to shape places communities want to live in”

One Voice Wales aims to support community and town councils in achieving this vision and has adopted the following **Mission Statement** to guide its work:

“To represent the interests of community and town councils; raise awareness and understanding of this primary tier of government; and work collaboratively with our partners to ensure the sector contributes fully to the goal of developing dynamic and sustainable communities in Wales.”

Un Llais Cymru



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CYNGOR TREF
PONTYPRIDD
TOWN COUNCIL

Attendance Management Policy Pontypridd Town Council

Approved by Staffing Committee: 18/3/26

Adopted by Council:

Attendance Management Policy

Pontypridd Town Council

Purpose

Pontypridd Town Council recognises that regular attendance at work is essential to maintain high quality services for residents and to support effective teamwork across the organisation.

This policy sets out how the Council will manage sickness absence in a fair, supportive and consistent way. The policy aims to:

- Promote good attendance across the Council.
- Support employees who experience ill health.
- Provide a clear and consistent approach to managing absence.
- Ensure compliance with employment law and good practice in Welsh local government.
- Protect service delivery for the community.

The Council recognises that absence may occur for genuine medical reasons. The intention of this policy is to provide support while ensuring that attendance is managed effectively.

Scope

This policy applies to all employees of Pontypridd Town Council regardless of grade, hours or length of service.

This policy does not apply to elected members and should be read alongside the Council's Dignity at Work Policy, Stress Management Policy, Appraisal Scheme Policy, Disciplinary Policy and Equality Diversity and Inclusion Policy.

Principles

The Council will manage attendance in line with the following principles.

- Employees will be treated fairly and consistently.

- Absence will be monitored in a transparent way.
- Managers will take a supportive approach to employees experiencing health problems.
- Early intervention will be used to prevent long term absence where possible.
- Medical advice will be sought when appropriate.
- Reasonable adjustments will be considered where required.

The Council will also comply with its duties under the Equality Act 2010 where absence relates to disability or long term health conditions.

Responsibilities

Town Clerk

The Town Clerk has overall responsibility for the implementation of this policy and ensuring it is applied consistently.

Managers and Supervisors

Managers are responsible for:

- Monitoring staff attendance.
- Maintaining accurate absence records.
- Holding return to work discussions.
- Identifying patterns of absence.
- Providing support where employees experience health issues.
- Initiating attendance review meetings where necessary.

Employees

Employees are responsible for:

- Attending work regularly and punctually.
- Following the sickness reporting procedure.
- Maintaining communication with the Council during periods of absence.
- Providing medical evidence where required.
- Cooperating with occupational health referrals where appropriate.

Reporting Sickness Absence

Employees must notify their manager or the Town Clerk as soon as possible if they are unable to attend work due to illness.

Notification must normally take place before the employee's normal start time and the employee should provide:

- The reason for the absence.
- The likely duration of absence.
- Contact details during the absence.

Where the absence continues, employees must maintain regular contact with the Council.

Text messages or messages through colleagues are not normally acceptable unless exceptional circumstances apply or agreed with the employee's line manager.

Self-Certification and Medical Certificates

Employees may self-certify sickness absence of up to seven calendar days.

A fit note from a GP or medical professional must be provided for absences longer than seven calendar days and employees must ensure fit notes cover the entire period of absence.

Monitoring Absence

The Council will monitor sickness absence to identify patterns or levels of absence that may require further review.

Attendance review meetings will be triggered where absence reaches defined levels.

Typical trigger points will include:

- Three occasions of absence in a rolling six month period.
- Ten working days absence in a rolling twelve month period.
- Any pattern of absence that causes concern.

Trigger points act as a guide rather than an automatic disciplinary response and each case will be considered individually.

Return to Work Meetings

A return to work discussion will normally take place after every period of sickness absence in excess of ten working days or when there have been 3 occurrences of sickness in a 6 month period.

The purpose of the meeting is to:

- Confirm the reason for absence.
- Ensure the employee is fit to return to work.
- Identify any support required.
- Review absence levels.
- Address any workplace factors affecting attendance.

Return to work meetings provide an opportunity to identify early signs of health or wellbeing issues.

The meeting may consider:

- Reasons for absence.
- Any underlying medical conditions.

- Support that may assist attendance.
- Whether medical advice is required.
- Whether attendance improvement targets are appropriate.

Possible outcomes include:

- No further action.
- An agreed attendance improvement plan.
- Referral to occupational health.
- Monitoring over an agreed period.

Long Term Sickness Absence

Long term sickness absence is normally defined as continuous absence of four weeks or more.

During long term absence the Council will:

- Maintain supportive contact with the employee.
- Seek medical advice where appropriate.
- Consider occupational health referrals.
- Explore options such as phased return to work or adjusted duties.

Where an employee is unable to return to work within a reasonable timeframe the Council may need to consider capability procedures. Such cases will always be managed sensitively and with appropriate medical advice.

Occupational Health

The Council may refer employees to occupational health where medical advice is needed to support absence management.

This may include advice on:

- Fitness to return to work.
- Workplace adjustments.
- Phased return arrangements.
- Underlying health conditions.

Employees are expected to cooperate with occupational health referrals.

Phased Return to Work

Following longer periods of absence, the Council may agree a phased return to work.

A phased return may include:

- Reduced hours for a temporary period.
- Temporary adjustment of duties.
- Gradual increase in workload.

Phased returns will normally be time limited and agreed in advance.

Disability and Reasonable Adjustments

Where absence is related to a disability the Council will consider reasonable adjustments.

Adjustments may include:

- Changes to duties.
- Adjusted working hours.
- Workplace adaptations.
- Additional support measures.

The Council will seek medical advice when considering adjustments.

Sick Pay

Employees are entitled to sick pay in accordance with their contract of employment, employment legislation and the National Joint Council conditions of service where applicable.

Employees must comply with sickness reporting procedures to receive sick pay.

Abuse of Sickness Absence

Where there is evidence that sickness absence is not genuine the matter may be addressed under the Council's disciplinary procedure.

Confidentiality

All medical information will be treated as confidential and handled in accordance with data protection legislation.

Review of Policy

This policy will be reviewed periodically to ensure it reflects current legislation and good practice within town and community councils in Wales.

The Council may amend the policy following consultation with employees where appropriate.



CYNGOR TREF
PONTYPRIDD
TOWN COUNCIL

Planning Applications

March 2026
Ward: Cilfynydd

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
26/0199/FUL	Householder Development. Erection of a garage to the rear of the property.	19 Wood Street Cilfynydd Pontypridd CF37 4EY	Miss Jayne Dempsey	



CYNGOR TREF
PONTYPRIDD
 TOWN COUNCIL

Planning Applications

March 2026
Ward: Glyncoch

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
26/0138/FUL	Householder Development. Construct two storey flat roof extension to rear elevation together with a single storey flat roof extension to side elevation.	26 Glyncoch Terrace Glyncoch Pontypridd CF37 3BW	Mr Morgan Lee	Mr Roger Evans
26/0168/FUL	Householder Development. Construct 2 storey flat roof extension to rear elevation.	5 Coed-Y-Lan Road Glyncoch Pontypridd CF37 3AU	Mrs Donna Llewellyn	Mr Roger Evans



CYNGOR TREF
PONTYPRIDD
TOWN COUNCIL

Planning Applications

March 2026 Ward: Graig and Pontypridd West

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
26/0074/CPRO	Single storey rear extension.	45 Woodland Terrace Maesycloed Pontypridd CF37 1JG	Ms Lynne Andrews	Ms Grace Allin
26/0093/FUL	Householder Development Proposed two storey side and rear extension.	Wayside 38 Coed Isaf Road Maesycloed Pontypridd	Miss Janine Harris	

Planning Applications

26/0146/LBC	Listed Building Installation of 1no. freestanding digital display within Pontypridd Station.	Pontypridd Railway Station Broadway Pontypridd CF37 1DT	Transport for Wales	Alder King Planning Consultants
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CYNGOR TREF
PONTYPRIDD
TOWN COUNCIL

Planning Applications

March 2026 Ward: Hawthorn and Lower Rhydfelen

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
26/0122/FUL	Householder Development. Demolition of existing rear extension and the construction of a new single storey rear extension. All finishes to proposed works to match existing.	41 Hawthorn Crescent Rhydyfelin Pontypridd CF37 5BA	Mr Jo Lee	Mr Maziar Behbahani
26/0206/CPRO	Proposed loft conversion with side dormers.	Brook House Heol Tymaen Upper Boat Pontypridd	Seladurai Selvamenan	Mr Satha Palan



CYNGOR TREF
PONTYPRIDD
TOWN COUNCIL

Planning Applications

March 2026 Ward: Pontypridd Town

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
26/0063/FUL	Full planning permission is sought for the development of 15 self-contained apartments.	Land on the north side Penuel Lane Pontypridd CF37 4UF	Howard Bowes	Miss Charlotte Hall
26/0103/LBC	Listed Building. Replacement of internal gas heating system with electric radiators.	Lloyds TSB 4a Market Street Pontypridd CF37 2TF	Mr Tim Farr	Mr Paul Branford

Planning Applications

26/0111/FUL	Conversion of building to a single residential dwelling.	St Davids Church House Whiterock Avenue Graigwen Pontypridd	Mr Brian Kiernan	
26/0127/FUL	Minor Retail (A1 – A3) Change of use to A3	Pontypridd and Llantrisant Observer 10 Market Street Pontypridd CF37 2ST	Mr Daniel Davies	
26/0143/FUL	Minor Retail (A1 – A3) Change of use of part of ground floor to A3 Café/Restaurant use with ancillary conference/meeting rooms	Barclays 91 Taff Street Pontypridd CF37 4SN	Mr Paul Williams	
26/0151/LBC	Listed Building Change of use from B1 to an A3 (Restaurant or café)	Pontypridd and Llantrisant Observer 10 Market Street Pontypridd CF37 2ST	Mr Daniel Mark Davies	
26/0180/LBC	Listed Building Regularising the already completed works for; Removal of the unauthorised waterproofing applied to both abutments. Removal of the Gunite to both abutments with a period of monitoring over the next few years to be able to make an informed decision on the best way to proceed.	Berw Road Bridge (White Bridge) Berw Road Pontypridd	Rhondda Cynon Taf CBC	Mr Luke Voleinik-Haddock

Planning Applications

26/0194/FUL	<p>Providing a new lighting arrangement on the bridge.</p> <p>Additionally, newly proposed works include;</p> <p>Masonry repairs to northwest retaining wall.</p> <p>Footway improvements on south side of bridge.</p> <p>Installation of a garden pod and retrospective installation of polytunnel.</p>	Lan Farm Pen-Y-Wal Road to Lan Quarry Graigwen Pontypridd	Mr Richard Higgins	Cerys Atchison
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CYNGOR TREF
PONTYPRIDD
TOWN COUNCIL

Planning Applications

March 2026
Ward: Trallwng

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
26/0176/FUL	Householder Development Replacement of existing garage with new garage.	27 Common Road Pontypridd CF37 4AE	Mrs & Mr Mears	Mr Steve Price
26/0182/FUL	Householder Development Single storey garden room in the rear garden as an exercise/yoga and home office.	19 Bakers Wharf Pontypridd CF37 4PQ	Mr Philip Vines	

Planning Applications

26/0187/FUL	Householder Development Dormer conversion to rear attic space	21 Pencoed Avenue Pontypridd CF37 4AN	Mrs Sophie Lewis	Mr Roger Evans
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CYNGOR TREF
PONTYPRIDD
TOWN COUNCIL

Planning Applications

March 2026
Ward: Treforest

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
26/0092/ADV	Advertisement Consent 2 off high level non illuminated tensioned flexible face signs, 1 off high level internally illuminated tensioned flexible face sign, 2 off free standing totems with internally illuminated letters	Former Blocks D-K University of South Wales Forest Grove Treforest Pontypridd CF37 1DL	Miranda Thomas	Mr John Stokes
26/0149/LBC	Listed Building Partial demolition of the chimney stack serving the rear western wing of the Alfred Russell Wallace Building.	Upper Glyntaff Campus The Alfred Russel Wallace Building Cemetery Road Glyntaf Pontypridd CF37 4BD	Mr Alex Morgan	

Planning Applications

26/0152/CPRO	Erection of ground floor single storey extension.	75 Broadway Treforest Pontypridd CF37 1BD	Mr Fazle Akbar	Mr David Thomas
26/0156/FUL	Minor Retail (A1 – A3) Change from residential to shop commercial.	Flat above 11d Park Street Treforest Pontypridd	Mr & Mrs Rees	
26/0208/FUL	Rear extension over the existing single-storey extension, involving removal of the current balcony to create a new double-storey extension.	Flat A, 6 Princess Street Treforest Pontypridd	Mr Stavros Andreou	HL Mwaunguiu



CYNGOR TREF
PONTYPRIDD
TOWN COUNCIL

Planning Applications

March 2026 Ward: Upper Rhydfelen and Glyn-taf

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
26/0105/FUL	Proposed over cladding works to existing building pitched roof (Units A1 and A2)	Unit A1 and A2 Greenhams Gelli Hirion Industrial Estate Rhydyfelin Pontypridd	C/O Agent	Mr Jamie Wright

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Subject: FW: Datblygu Gwasanaethau Dwyieithog yn Rhondda Cynon Taf | Developing Bilingual Services in Rhondda Cynon Taf

From: Town Centres <TownCentres@rctcbc.gov.uk>
Subject: Datblygu Gwasanaethau Dwyieithog yn Rhondda Cynon Taf | Developing Bilingual Services in Rhondda Cynon Taf
Date: 19 March 2026 at 09:49:13 GMT

Datblygu Gwasanaethau Dwyieithog yn Rhondda Cynon Taf	Developing Bilingual Services in Rhondda Cynon Taf
<p>Bore da,</p> <p>Rydyn ni'n falch o gyhoeddi y bydd swyddfa Comisiynydd y Gymraeg yn cynnal sesiwn ar-lein AM DDIM i fusnesau lleol, grwpiau cymunedol ac elusennau ar sut y gallan nhw ddatblygu gwasanaethau dwyieithog a/neu gryfhau eu cynnig presennol.</p> <p>Trosolwg o'r hyn a fydd yn cael ei drafod yn y sesiwn:</p> <ul style="list-style-type: none">• Deall perthnasedd y Gymraeg i'ch cwsmeriaid a defnyddwyr eich gwasanaethau• Disgrifio manteision y Gymraeg• Deall y sefyllfa ynglŷn â deddfwriaeth a pholisi cyhoeddus yng Nghymru• Deall cyd-destun hanesyddol a chyfoes y Gymraeg• Nodi a defnyddio'r cymorth a'r cyngor sydd ar gael yn rhad ac am ddim gan Gomisiynydd y Gymraeg ac eraill <p>Sut i ymuno: Dyddiad: Dydd Iau 19 Mawrth 2026 Amser: 6pm - 7pm</p> <p>Microsoft Teams: YMUNWCH YMA Rhif y Cyfarfod (Meeting ID): 357 659 061 089 56 Cyfrinair: Yq7qB9P5</p>	<p>Bore da,</p> <p>We'd pleased to announce that the Welsh Language Commissioners office will be running a FREE online session for local businesses, community groups and charities on how they can develop bilingual services and/or strengthen their current offer.</p> <p>An overview of what will be covered in the session:</p> <ul style="list-style-type: none">• Understand the relevance of the Welsh language to your customers and service users• Describe the advantages of the Welsh language• Understand the legislative and public policy situation in Wales• Understand the historical and contemporary Welsh language context• Identify and use the support and advice available, free of charge, from the Welsh Language Commissioner and others <p>How to join: Date: Thursday 19 March 2026 Time: 6pm - 7pm</p> <p>Microsoft Teams: JOIN HERE Meeting ID: 357 659 061 089 56 Passcode: Yq7qB9P5</p>

Am ragor o wybodaeth, e-
bosti towncentres@rctcbc.gov.uk

Diolch

For more information,
email towncentres@rctcbc.gov.uk

Diolch

Cofion cynnes | Kind regards

Chloe Liddy

Cynorthwydd prosiect | Project Assistant

Canol Trefi | Town Centres

Cyngor Bwrdeistref Sirol Rhondda Cynon Taf | Rhondda Cynon Taf County Borough Council

Materion Tai ac Adfywio, 2 Llys Cadwyn, Llawr 2, Pontypridd, CF37 4TH
Housing and Regeneration, 2 Llys Cadwyn, Floor 2, Pontypridd, CF37 4TH

Swyddfa | Office: 01443 281124

Rhif Symydol | Mobile Number: 07824541785

Chloe.liddy@rctcbc.gov.uk | TownCentres@rctcbc.gov.uk

Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhowch wybod inni beth yw'ch dewis iaith e e Cymraeg neu'n ddwyieithog.
We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.



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Mae'r neges ar gyfer y person / pobl enwedig yn unig. Gall gynnwys gwybodaeth bersonol, sensitif neu gyfrinachol. Os nad chi yw'r person a enwyd (neu os nad oes gyda chi'r awdurdod i'w derbyn ar ran y person a enwyd) chewch chi ddim ei chopio neu'i defnyddio, neu'i datgelu i berson arall. Os ydych chi wedi derbyn y neges ar gam, rhowch wybod i'r sawl sy wedi anfon y neges ar unwaith. Mae'n bosibl y bydd holl negeseuon yn cael eu cofnodi a/neu fonitro unol â'r ddeddfwriaeth berthnasol. I ddarllen yr ymwadiad llawn, ewch i <http://www.rctcbc.gov.uk/vmwadiad>

We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual

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