



# Agenda

## Full Council – Thursday 25<sup>th</sup> September 2025 @ 6pm (Hybrid Meeting)

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**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 – 24<sup>th</sup> July 2025

Staffing Committee – 28<sup>th</sup> July 2025

Environment, Land Use & Planning Committee – 1<sup>st</sup> September 2025

Policy and Finance Committee – 4<sup>th</sup> September 2025

6. Town Mayor Announcements.
7. Chief Executive's Report (pages 1-29)
  - 7.1 Draft RCT Shared Community Charter
  - 7.2 Draft Annual Report (24/25)
  - 7.3 Museum Grants
8. Planning Applications (pages 30-38)
9. Correspondence (pages 39-59)
  - Minutes from One Voice Wales RCT, Merthyr and Caerphilly area meeting – 30<sup>th</sup> July 2025



Tony Graham  
Chief Executive/Town Clerk  
18<sup>th</sup> September 2025

***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 – 25<sup>th</sup> September 2025

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### 1. Draft RCT Shared Community Charter (pages 3-22)

Some members will be aware that the Chief Executive has been chairing a working group of the RCT Community/Town Council Clerks and RCT's Director of Democratic Services to review the Shared Community Charter. This document guides the relationship between the County Council and the Community/Town Councils in RCT. Similar documents are used across various County Councils in Wales.

After a period of review and redrafting a consultation took place led by RCT and the draft document is now presented for approval by Members. It is hoped that this document will lead to an agreed action plan and regular meetings between the Clerks and the Director and in addition it sets out a forum for Community/Town Council Leaders to meet with RCT Cabinet Members and County Councillors. It is anticipated that this will lead to improved communication and interaction between the Principal Authority and the Community/Town Councils across RCT.

#### **DECISION REQUIRED:**

To note and adopt the shared community charter.

### 2. Draft Annual Report (24/25) (pages 23-29)

Members will be aware that each year we produce an annual report in accordance with the Local Government & Elections (Wales) Act 2012 and the Well-being of Future Generations Acts 2015.

The draft text for the 2024/25 reports is attached for Member's consideration and approval. Please note that photos and graphics will be included in the final report before publication.

#### **DECISION REQUIRED:**

To confirm the text for the annual report and confirm that the Chief Executive publish the annual report once photos and graphics have been added.

### **3. Museum Grants**

Members will receive a verbal update regarding this item from the Leader and the Chair of the Policy & Finance Committee.

#### **DECISION REQUIRED:**

To note the report.

# **RHONDDA CYNON TAF'S SHARED COMMUNITY CHARTER**

**Rhondda Cynon Taf County Borough Council**

**and the**

**Town Councils of both Pontypridd and Pontyclun**

**and the**

**Community Councils**

**of**

**Ynysybwl & Coed y Cwm, Rhigos, Hirwaun and Penderyn, Llantwit Fardre,  
Llantrisant, Llanharan, Llanharry, Tonyrefail, Gilfach Goch and**

**Taff's Well & Nantgarw have agreed to publish a Charter which sets out how we  
aim to work together for the benefit of the local communities.**

## **INTRODUCTION**

Rhondda Cynon Taf County Borough Council and its Town and Community Councils have agreed to publish this Charter which sets out how we collectively aim to work together for the benefit of local communities whilst recognising our respective responsibilities as autonomous, democratically elected statutory bodies.

The Charter is designed to build on existing good practice and embrace the shared principles of openness, to achieve the best possible outcomes for our residents and communities. This Charter is based on equal partnership and is not a top-down arrangement. It is a set of principles by which we will work together.

The Charter will form the basis for meaningful communication and liaison through the respective partners either individually or through collective meeting arrangements, at a Member and Officer level.

The Charter will use the sustainable development principles of the Well-being of Future Generations Act to deliver on outcomes for the benefits of the people who live, work and visit Rhondda Cynon Taf.

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## **THE CHARTER**

This Charter is developed with three main overarching aims, which all Members of the Charter recognise as benefiting the residents and visitors of Rhondda Cynon Taf:

- Strengthening partnership working & collaboration opportunities
- Enhancing local democracy
- Improving our communities and public service delivery.

## **OUR SHARED COMMITMENTS**

These are our shared commitments that will help to achieve our aims.

### **RECOGNITION**

We will:

- Recognise the benefits of partnership working whilst at the same time recognising and respecting each other's roles.
- Work together as a partnership of equals.
- Collaborate and involve each of the partners to ensure that all decisions taken forward are sustainable in the long term, whilst being mindful of the current needs of our residents.

### **COMMUNICATION**

We will:

- Enhance how we listen and respond to one another. Availability and accessibility will be central to how we interact.
- Communicate openly and transparently, explaining processes and decision-making.
- Improve information and communication sharing to enable solutions and early interventions at the right time to make progress in achieving the well-being goals of the County Borough.

## **ENGAGEMENT & INVOLVEMENT**

We will:

- Recognise the importance of meaningful engagement and involvement and set out a genuine commitment across all parties to consult on matters of mutual concern.
- Engage with one another at the earliest opportunity, recognising the diverse perspectives and challenges faced by various stakeholders and communities.
- Ensure that consultation and engagement processes are as accessible as possible.
- Strengthen the community involvement in the Consultation processes taken forward, to allow for valuable feedback to be provided on any proposals taken forward which impacts upon the wellbeing of the residents of the County Borough.
- Actively follow-up on consultations and feedback in an appropriate manner.

## **LOCAL DEMOCRACY / GOVERNANCE**

We will

- Be clear about the role of Councillors at all levels in the relationship and community leadership taking forward cohesive communities across the County Borough and respect the democratic mandate of all councillors.
- Empower our residents and communities to participate in local democracy, including young people and underrepresented groups.
- Continue to place residents and communities at the heart of what we all do.
- Promote participation in local democracy.
- Direct Council resources to promote and encourage residents to stand for Community and Town Council elections.

## **RESOURCES**

We will:

- Share relevant and appropriate information to empower each other to best support our residents and communities.
- Optimise access and signposting to resources and practical support, including training opportunities.
- Identify opportunities where resources and support can be effectively shared between councils to improve outcomes for residents.



## **ACHIEVING OUR COMMITMENTS**

Regular and open engagement is key to the success of the continued positive working relationships between us. This will be delivered via regular liaison meetings through the following approach:

- **Community Clerk Engagement** –Quarterly liaison meetings at Clerk/Officer level.
- **Councillors** – At least twice a year a more formal meeting of partners will be held at TC/CC Chair or Leader and RCT Senior leadership level. This invite will also be extended to RCT's 'twin hatted' Members (County Borough and Community / Town Councillors).
- **Improved Communication** – RCTCBC will produce regular e-newsletters and sign-posting to participation in key decisions of the Council.
- **Dedicated support** – RCTCBC will continue to resource a dedicated Liaison Officer to support collaborative working between all parties
- **Providing Policy Advice & Guidance** – This Officer will also provide advice and guidance in respect of Local and National Policy.
- **Sharing and supporting Training & Development needs.** RCTCBC will enhance access to relevant member development and training opportunities. This will include providing access to Clerks to support their own professional development as well and occupational health and well-being support.

## **IMPLEMENTING THE CHARTER**

The intention is that this charter remains a 'living' document and is written to allow each Council to adopt a position that better reflects their working rather than stipulated actions and procedures which will help promote joint working to allow all Councils to provide a better experience for those residents and visitors to Rhondda Cynon Taf Council.

### **MONITORING & REVIEW.**

The Charter will be fully reviewed every five years following elections or more often if there is a need to do so.

Delivery against the objectives contained will be reviewed annually by Clerks and Senior Democratic Services Officers.

The following additional Documents are available as addendums to the Charter:

- Job description of Liaison Officer.
- Good Practice Examples.
- Terms of Reference of Engagement Meetings.
- Delivery Plan.

### **Best Practice Examples / Future aspirations**

The following documents illustrates and celebrates the positive work already undertaken between RCTCBC and the TCCs. The document will form a basis of a 'foundation of good working practices' which, through the Charter we will work to further enhance upon, looking to achieve the aspirations that some TCCs have already outlined through the revised Charter.

#### **Pontypridd Town Council & RCTCBC: Best Practice in Partnership Working**

Pontypridd Town Council and Rhondda Cynon Taf (RCT) County Borough Council have developed a productive and cooperative working relationship across a range of service areas. This document outlines some examples of collaboration and best practice that have enhanced the quality of life for residents, supported community engagement, and strengthened community engagement in Pontypridd. It is not intended to be an exhaustive list of this collaboration over recent years.

##### **1. Pontypridd Town and Culture Partnership**

The Town and Culture Partnership, formerly known as Creative Pontypridd, is a key strategic forum where Pontypridd Town Council and RCT Council collaborate on the regeneration and cultural development of the town. The partnership involves key cultural and community stakeholders including Artis/Yma, Arwen/Muni, RCT's Library and Arts Service, and Clwb y Bont. The Town Council provides the secretariat, and the Chief Executive chairs the group. These organisations work together to seek a coordinated approach to cultural programming, events, and development across Pontypridd with the following key aims:

1. Shared strategic vision and planning for Pontypridd town centre.
2. Joint support for major events and cultural programming.
3. A collaborative approach to promoting local heritage and tourism.
4. Strong cross-organisational coordination to align projects and community impact.

##### **2. Remembrance Event Collaboration**

Each November, the Remembrance Event in Pontypridd is organised by RCT Council with financial support, public relations assistance, and promotion provided by Pontypridd Town Council. The two councils work closely to ensure the success and respectful delivery of this significant civic event. The councils aim for the following:

- Coordinated planning meetings and timelines.
- Joint resource sharing for logistics, safety, and communications.
- Unified public messaging and shared community engagement.

### 3. Summer Programme Funding Support

Pontypridd Town Council worked in partnership with RCT Council's Town Centre Team and the Your Pontypridd Business Improvement District (BID) to deliver a vibrant summer events programme in 2023 and 2024. These events took place in Taff Street and Mill Street, supporting footfall, community enjoyment, and economic vitality in the town centre. The following were key components of the relationship:

1. Clear and timely communication and funding agreements.
2. Close collaboration between stakeholders to ensure a well-balanced calendar of events.
3. Positive feedback mechanisms to shape future programming.

### 4. Service Level Agreement (SLA) for Grass Cutting

An historic SLA exists between Pontypridd Town Council and RCT Council for the maintenance of green spaces within the town. While not formally contracted, this arrangement is underpinned by ongoing support and assistance from the RCT Team, which ensures the delivery of quality maintenance services aligned with local expectations. There are:

- Transparent service expectations and flexible scheduling.
- Clear and open lines of communication.
- Shared commitment to environmental management and public satisfaction.

### Conclusion

These examples demonstrate how Pontypridd Town Council and RCT CBC are working effectively together to deliver public value. The partnership is rooted in mutual respect, good communication, and a shared goal of improving the town for residents, businesses, and visitors alike. It is hoped that future collaborations will continue to build on these strong foundations, ensuring that Pontypridd remains a thriving and well-cared-for community.

Ynysybwl & Coed-y-Cwm Community Council	
Best Practice Examples	Future aspirations / Wish List
<p>1. ENVIRONMENTAL OFFICER</p> <p>The Ynysybwl &amp; Coed-y-Cwm Community Council (YCC CC) have a Service Level Agreement (SLA) with Rhondda Cynon Taf County Borough Council (RCTCBC) to employ an Enforcement Officer for the wards of Ynysybwl and Coed-y-Cwm. The focus of the work includes but is not limited to issues of waste management, such as fly tipping in</p>	<p>1. Better collaboration and communication. Working in a collaborative manner is <b>essential</b> when allocating public funds, but the lynchpin of collaboration is <b>communication</b>. If this new</p>

the area. Vehicular management e.g. abandoned or illegally parked vehicles. Dog fouling issues. The collaborative work is minor in that the community council pays the fees to RCTCBC but there is little to no communication with the Borough Council beyond this regarding this SLA. The enforcement officer himself communicates regularly with the Community and Borough Councillor about issues in the area and provides a monthly report for the council meeting to highlight the issues so that council can plan actions to address the issues if required.

This example of collaborative work is successful because of the dedication of the enforcement officer who makes great effort to ensure there is robust communication with Councillor in the event that an issue presents itself.

## 2. BUTCHER'S POOL

At the top of Ynysybwl is a protected area which contains a paddling pool surrounded by trees and greenery. It is curated by a group of dedicated volunteers who open it every year for the summer holidays so that children in the area have a safe area to play in. This is particularly important in an area like Ynysybwl which scores above average for social deprivation indices. The pool is free of charge and is held in high regard by the residents of Ynysybwl & Coed-y- Cwm. The challenge for the committee who manage the paddling pool are the maintenance costs and recruitment of volunteers to manage the pool when it is open. Currently, RCTCBC provide funds towards the maintenance and so does the Community Council.

Historically this is an important park in the area as it has been a paddling pool for a significant number of years.

This project is managed through the volunteer group and the term partnership working cannot be applied in principle to this project. However, this is an area where a joined up management approach would work very well and could ensure that this important provision for young children in the area is future proofed.

Charter improves communication for *all* Community Councils and not just the larger ones – it will be of value.

### 3. THE YNYSYBWL COMMUNITY CENTRE

While the Community Centre in Ynysybwl is an independent charitable project and is not part of the YCC CC Community Council – both RCTCBC and YCC Community Council provide support for this project. Working together has ensured that this facility, which provides important events for local residents of all ages stays open. Communication between RCTCBC and YCC Community Council has ensured that money is allocated in a cooperative manner so that there is no overlap when allocating funding for essential maintenance work.

Pontyclun Town Council	
Best Practice Examples	Future aspirations / Wish List
<ol style="list-style-type: none"> <li>1. RCT collects and disposes of our Confidential waste.</li> <li>2. RCT mows the grass in our Park.</li> <li>3. RCT undertakes many of our playground inspections – we do weekly visual check they do the rest.</li> <li>4. PTC and RCT streetcare teams work closely to provide coverage of cleansing services eg               <ol style="list-style-type: none"> <li>a. RCT empty many of our Dog bins and Waste bins (we pay and install/repair/replace);</li> <li>b. If an RCT bin breaks and they have no replacement we often provide it at our cost with RCT them servicing it</li> <li>c. We are a Litter picking hub. RCT will collect that rubbish as part of normal rounds;</li> <li>d. If we have events RCT will pick up post event litter on a special pick up;</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>1. Better access to RCT contact list (a live list).</li> <li>2. Better access to training opportunities for Staff and Councillors.</li> <li>3. Even if we do not take any up the fact that it is there as an option helps us fulfil our legal requirements to have training plans in place.</li> <li>4. Better co-ordination regarding changes at RCT that might affect our budget. TC/CC prepare budgets by Jan – so in reality during Nov/Dec. RCTs budgeting is not in sync with this and this can lead to issues.               <ul style="list-style-type: none"> <li>• Eg RCT planned to ask TC/CCs to help fund Remembrance day support. This is fine but plan was to ask us in June to fund that November which would have got a negative response from all as budgets committed.</li> <li>• If you might want help from us or be passing down costs to us, you need</li> </ul> </li> </ol>

<p>5. PTC maintains our local footpaths under an agreement with RCT Footpaths teams.</p> <p>6. Worked with RCT Together team on developing an Emergency plan for the area.</p> <p>7. Working with RCT Together team on developing the Neighbourhood network in the area.</p> <p>8. There is also support from RCT to help deliver Remembrance day parades across the borough.</p>	<p>to tell us in Sept/Oct for the following year.</p> <p>5. I would like us to have a list of kit that can be shared across all of us so that if we needed anything we did not have to hire/buy. This could save us all money; it would reduce resource waste and help sustainability.</p>
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Llanharan Community Council	
Best Practice Examples	Future aspirations / Wish List
<p>1. Currently in place for a fixed amount an agreement between RCT and LCC for Maintenance of footpaths.</p> <p>2. When the Community Council wished to fund and fit a bus shelter at a bus stop. RCT specked the shelter, consulted with a local landowner and have committed to purchasing and fitting it. The Community Council to be billed.</p> <p>3. CIL project to provide a new bridge. RCT have verbally committed to taking on the future inspection and maintenance of the bridge once constructed.</p> <p>4. RCT rights of way and highways have entered into a number of joint projects with the Community Council to significantly improve or bring back into use ROW, the Community Council part funding or wholly funding these projects.</p> <p>5. RCT highways a point of easy and rapid liaison as to ownership and status of public areas</p>	<p>1. RCT to collect and dispose of our Confidential waste.</p> <p>2. RCT to undertakes our playground inspections – we have been offered verbally but attempts to make this happen have fallen on deaf ears. We are now planning on paying to train our own people. RCT already have parks in the area so this seems a no brainer. (For a fee of course).</p> <p>3. RCT streetcare teams to share their cleaning routes so we can ensure some non covered routes are serviced by ourselves. (And frankly to ensure we aren't covering areas RCT should be).</p> <p>4. For RCT to agree to empty more dog waste bins and standard bins if LCC will provide the bins.</p>

<p>6. The Community Council instigated a project to map and deal with Japanese knotweed on public land in our community. Assistance in mapping these areas provided by Invasive species team.</p>	<p>5. For events - RCT to pick up post event litter on a special pick up</p> <p>6. Would like to distribute recycling bags for the community on behalf of RCT at our office.</p> <p>7. Better access to RCT contact list (a live list)</p> <p>8. Better access to training opportunities for Staff and Councillors - there is a raft of training our staff should be doing, manual handling training, HAVS and other safety training.</p> <p>9. Access to the RCT portal (Similar to that available to elected members).</p>
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<b>Hirwaun and Penderyn Community Council</b>	
<b>Best Practice</b>	<b>Future aspirations / Wish List</b>
<p>1. Good working relationship with RCTCBC officers in relation to the Christmas lighting application, the installation of benches, signage or planting of trees</p> <p>2. Good response to queries via the Parks department, along with working together to install bus shelters where we can.</p>	<p>1. Better response to our emails sent via the Customer Services email address as it is very rare that we get a response.</p> <p>2. Details of any grants available to us cascaded to the Town and Community Councils.</p> <p>3. Access to IT support.</p>

<b>Llantwit Fardre Community Council</b>	
<b>Best Practice</b>	<b>Future aspirations / Wish List</b>
<p>1. RCT payroll section currently carry out our payroll service for an annual fee this has proven to be a valuable service.</p>	<p>1. Better access to RCT Contact List, along with information updates on a regular timescale.</p>



<ol style="list-style-type: none"> <li>2. LFCC lease two play areas from RCT, under an agreement these play areas are maintained by the Community Council to a high standard, the lease agreement currently run until 2034.</li> <li>3. Streetlight, LFCC are currently in the process of transferring several streetlights which they currently maintain to RCT, the agreement is currently being drafted.</li> <li>4. LFFCC has worked with RCT when developing our tree replanting scheme throughout the area.</li> <li>5. We are a distribution depot for Recycling bags etc.</li> </ol>	<ol style="list-style-type: none"> <li>2. Access to training opportunities for Members &amp; staff.</li> <li>3. Work closer with RCT parks and play area department to develop a more inclusive plan.</li> <li>4. Better co-ordination with events from both parties</li> <li>5. Develop a neighbour network programme.</li> <li>6. LFCC would be happy to discuss working with RCT on joint ventures to help the community.</li> </ol>
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Other specific examples of Good Practice undertaken between RCTCBC and TCC's.

#### **Supporting and enable Community Councils to high standards in public office**

The role of Councillor across all tiers of local government is a vital part of our country's system of democracy. It is important that Councillors can be held accountable and that all adopt the behaviours and responsibilities associated with the role. Members conduct as individual Councillors affects the reputation of all Councillors, therefore it is important that all Councillors abide by the Code of Conduct. Through the good working practices already in place the Council has provided training and continues to actively promote further training opportunities to Community and Town Council's in relation to Code of Conduct. This case study demonstrates how the Charters main principles were put into action and delivered upon a positive case study, demonstrating positive and stronger partnership working and enhancing local democracy.

**Recognition** – That although training and guidance can be sort from Community and Town Clerks, the Council's Monitoring Officer can be better placed to provide such training to County Borough and Community and Town Councils.

**Communication** – Actively promoting the 'open door policy' of the Council's Monitoring Officer.

**Engagement** – The Council’s Monitoring Officer through the relevant Clerks will seek to undertake Code of Conduct training following an election. Such training can also be sought through One Voice Wales.

**Governance** – The Council’s Monitoring Officer has statutory responsibility for the implementation of the Code of Conduct. Town and Community Councillors are encouraged to seek advice from their Clerk, who may refer matters to the Monitoring Officer. However, Members may seek advice directly from the Monitoring Officer.

**Partnership working** – Through positive partnership working providing the opportunities for strengthened training and understanding of the Code of Conduct, providing better value for money.

#### **Collaborative delivery of Civic Events**

Community events play a pivotal role in the community, being a conduit to bringing people together for a positive cause or reason, celebrating traditions and building community spirit. Through the good working practices already in place the Council has assisted in supporting a range of community events with Community and Town Councils across the County Borough – Pontypridd Remembrance Parade

**Recognition** – That although Community and Town Councils are best placed to provide a local event in the heart of the Community, practical support and funding is often needed from the Council.

**Communication** – Open and direct communication, ensuring all organisations aware of the roles each are playing for the success of the event and ensuring all partners are pushing the same public communications.

**Engagement** – Early engagement between the Council and Community and Town Councils is important to ensure adequate lead in time for the event and for all necessary actions to be carried out.

**Partnership working** – Through positive partnership working providing the opportunities for successful community events, bringing people together, encouraging bonds and creating a sense of belonging for the residents of the County Borough.

#### **Administration Support**

The role of a Clerk in any Community or Town council is a vital asset to the Council and the health and well-being of the local community. A Clerk will provide numerous duties to ensure the smooth and professional running of a TCC. Such duties include (and are not limited to) ensuring the Council conducts its business lawfully; administers all the Council's paperwork; ensures that meeting papers are properly prepared and the public is aware of meeting times and implements the council's decisions.

**Recognition** – The important role that a TCC Clerk plays in the smooth and professional running of a TCC and the difficulties that can be experienced when a TCC has a Clerk vacancy for any period of time.

**Communication** – The Principal Council's Liaison Support Officer is available to provide any support needed to TCCs and their Clerks through correspondence and meetings.

**Engagement** – Aside from general support to TCCs Clerks, the Principal Council's Liaison Officer has provided administration support to a TCC, during an extended period of absence of a Clerk. The Liaison Officer provided administration support in addition to attendance at meetings to allow the TCC to continue to function. This support also extended to assistance financial administration support. Once a Clerk was brought into post, a gradual handover and training was provided, to ensure the success and longevity of the new Clerk.

**Partnership working** – Through positive partnership working providing support to a TCC allowing them to fulfil their duties and roles whilst experiencing a vital vacancy. Assisting with the necessary recruitment process and providing training and work shadowing as well as continued support and advice to allow the new Clerk to feel comfortable in the role.

#### **Collectively Delivering the Local Resolution Protocol**

Whilst it is important that Community and Town Councils take responsibility for and have robust local resolution processes in place for dealing with Member-on-Member complaints there have been occasions where the relationships between some Members of Community & Town Councils has significantly broken down. Often exchanges during debates and outside of meetings would highlight differences that go beyond robust challenge and scrutiny, which is always encouraged, but instead descend into personal comments/attacks and in some cases instances of bullying, harassment or victimisation. This behaviour impacts the day to day operations of the

Council, including the ability of the Clerk to conduct their role effectively, and the Council's ability to act in the best interests of those it serves, its residents. Such scenarios have the potential to significantly affect the well-being of officers employed by the Council and Members which can lead to resignations and risks to the effective governance of the Council.

**Recognition** - That TCCs have in place robust local resolution process, however, where needed the Councils Monitoring Officer and Chair of Standards Committee can assist in matters to help ascertain a resolution that is acceptable to all.

**Communication** - In order to resolve similar issues which have previously emerged in some Councils, as a result of a breakdown in relationships between Members and sometimes officers, the Monitoring Officer and Chair of the Standards Committees have, prior to a formal meeting of the relevant council, met and spoken with Members collectively in an attempt to bring the Council back together and seek to regain its focus on its primary priorities and objectives.

**Engagement** - This has meant Members having to acknowledge the issues facing the Council and in order to move forward positively be willing to set aside any personal differences that may have impacted the Council in the preceding weeks/months. Whilst Members need to be responsible for taking those steps such meetings have aided a turnaround in behaviours at, and outside of, meetings and a realisation that personal differences should be set aside leading to a reset and a more efficient and effective Community/Town Council.

**Partnership working** - Allowing TCCs the autonomy to take forward actions in the first instance is an important step in any resolution process. However, TCCs should know that where needed the Council can be a positive partner to assist in any resolution.

## **Terms of Reference – Shared Charter Engagement Forum**

**Membership** – RCT TCCs Clerks; RCTCBC' Head of Democratic Services; Community Liaison Officer.

**Chair** – On an annual basis the Forum will be asked to appoint a Chair. The Chair must be a TCC Clerk. Although this will be an annual appointment there is nothing to prevent a chair being re-appointed.

**Aims** : To provide quarterly virtual meetings between the Clerks to RCTs TCC and RCTCBCs Head of Democratic Services and Community Liaison Officer to achieve the following:

- RCTCBC Updates (Including but not limited to - decisions of RCTCBC / Open Consultations / other matters of interest important to TCCs taken by RCTCBC).
- TCC Updates (similar to above).
- Budget and Financial positions .
- Sharing of best practice examples.
- Problem Solving – discussion and solution to problems experienced.
- Training Opportunities explored.
- Any other matters deemed of interest / importance to RCTCBC or the TCC.
- Review and Updating Charter Delivery Plan.
- Extended Invites – to receive presentations / discussions from RCTCBC Senior Officers where deemed appropriate.
- One Voice Wales – Extended invite to OVW where deemed appropriate.

**Meeting Management.** The meetings will be run virtually through zoom. Agenda for the meeting will be circulated in advance. All Members will be asked in advance for items for consideration to ensure that the meeting is not RCTCBC led. The Chair of the group will approve the agenda prior to publication. The meetings will not be recorded or available in the public domain to allow for open and safe conversations. Action points will be taken to allow progression of discussions.

**Reporting Back** – On an annual basis the Chair of the forum will present an update report to the Community Liaison Committee outlining the work of the forum over the municipal year.

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## **Terms of Reference – RCT's Town and Community Council Committee**

**Membership** - TC/CC Chair / Leader (Elected Member) and RCT senior leadership level; RCT's 'twin hatted' Members (County Borough and Community / Town Councillor); RCTCBC's Relevant Cabinet Member.

**Substitutes** - In the absence of any Chair/ Leader (Elected Member) of the Town and Community Councils, substitute Members will be allowed.

**Observers** - TCC Clerks are encouraged to attend as observers.

### **Aims –**

To work collaboratively to take forward the overarching aims of the agreed Shared Community Council Charter to further strengthen collaborative arrangements between the TCC's which will ultimately benefit the residents and visitors of Rhondda Cynon Taf:

- ☐ Strengthening partnership working & Collaboration opportunities ☐
- ☐ Enhancing local democracy ☐
- ☐ Improving our Communities and public service delivery ☐

The Committee will monitor progress in relation to the delivery of the Charter, through the agreed Delivery Plan.

The Committee will receive an Annual report from the Shared Charter Engagement Forum on the work achieved during the relevant municipal year.

**Meeting Management** - Meetings of the Committee will be convened as and when felt appropriate by the Chair. A minimum of two meetings per year will be convened. It is suggested that a meeting of the Committee is scheduled in advance of RCTCBC Budget setting meeting.

The meetings will be hybrid in the Council Committee Room in the Council Headquarters and through zoom in the first instance. If any TCC wished to host a meeting, then hybrid arrangements would be necessary. The meeting will adhere to RCTCBCs Multi Location Meeting policy, which can be found here.

The meeting will be in the public domain and meeting arrangements and relevant content will be available on RCTCBC website. TCCs are encouraged to promote the meetings on their own social media platforms.

**Voting** - As the Committee will generally seek to operate by consensus and in working as equal partners in providing an effective conduit for the citizen voice to be heard, it is felt inappropriate to establish a formal voting process.

**Quorum** - The quorum of a meeting will be at least three Chairs / Leaders (or substitutes) of the Town and Community Councils, the Chair of the Committee (or designated Chairman). If at any time, there is not a quorum present, then the meeting will be declared adjourned and the items (or remaining items) of business will be dealt with at the next meeting, a time and date to be agreed by the Chair.

**Agenda Items** - Members will be given advance notice of the dates and times of the meetings and in terms of openness and transparency will be invited to contribute towards the agenda in respect of the delivery of functions (operational matters to be dealt with via the Liaison Officer and the Clerks of the respective Town/Community Councils) and participate proactively to the attendance and discussion. The Chair has the right to refuse any items to be placed on the agenda, if felt inappropriate.

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### **Community Liaison Officer - Duties**

- **Liaison Officer duties** will include (this list is not exhaustive but will include):
  - ☐ timely communication streams (email / telephone calls) to each Community and Town Council on a regular basis to keep abreast of any important issues / developments being taken forward
  - ☒ E-Newsletters – timely electronic newsletters providing useful advice, information and guidance.
  - ☒ Circulating of important strategies / policies / consultations being taken forward by the Council which may impact or be of interest to a Community of Town Council
  - ☒ Taking forward any issues with the appropriate Council officers on behalf of a Community and Town Council
  - ☒ Advise of any training opportunities available to Town and Community Councils

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## **Pontypridd Town Council Annual Report 2024-25**

**\*Please note this is a text only document and photos and graphics will be added before being published\***

### **Introduction**

Welcome to Pontypridd Town Council's Annual Report for 2024-25. The purpose of this report is to let local residents know what the Town Council has been doing over the past year, how it has spent its money and highlight some of our plans for the coming year.

The year 2024-25 was very busy for everyone at the Town Council. We were delighted to be able to support the National Eisteddfod which came to Pontypridd for the first time since 1893 (131 years ago). The Town Council set up a stall on the Maes which was well attended each day and also ran a series of events during the Eisteddfod at Pontypridd Museum (Tymor Yr Haf). These events were very successful and a report on those events will be published shortly. We had recently completed our upgrades to the Museum, and this allowed the Museum space to be used for some outstanding musical events and Eisteddfod related exhibitions.

The Christmas Lights Switch On is still a key event for local residents and following some small adjustments to the event was more successful than ever. The Graig Community Centre is now being used regularly for community events and forms part of our community hub network across Pontypridd. To support the development of this community network the Town Council have invested additional money in staff resources to support our communities and will look to expand the level of community outreach as we move forward.

Our Annual Plan for 2024 which seeks to draw out the aspirations contained in the Forward Development Plan was agreed by Council and our report on how we met those goals during 2024 is included at Appendix 1.

We continue to work with our key community partners as this report will demonstrate and in addition the report seeks to fulfil our obligations under the Local Government and Elections (Wales) Act 2021, and the Well-being of Future Generations Act 2015 in which we demonstrate how we are contributing to Cwm Taf Morgannwg's Wellbeing Plan. Our latest report on our biodiversity and responsibilities under the Environment (Wales) Act 2016 was prepared in June 2024. This report is updated every 3 years and will be rewritten for 2026.

Thank you for all your support and I hope you find this report interesting and that it answers any questions you may have. If not, please feel to contact us at the Town Council ([info@pontypriddtowncouncil.gov.uk](mailto:info@pontypriddtowncouncil.gov.uk)).

Cllr Lynda Davies

Council Leader

Pontypridd Town Council

Tony Graham

Chief Executive / Town Clerk

Pontypridd Town Council

\*possibly small photos besides our names?

### **Background**

Pontypridd Town Council, a Community Council which can refer to itself as a Town Council, serves a population of over 30,000 residents across 10 wards: Cilfynydd, Glyncoch, Graig, Hawthorn & Lower Rhydfelen, Town, Rhondda, Rhydfelen Central, Trallwn, Treforest, and Upper Rhydfelen & Glyntaf. Established in 1974, it remains one of Wales's largest Town/Community Councils, responsible for various services including bus shelters, allotments, open spaces (Berw Rd Field, Coedpenmaen Common), and community hubs at Taff Meadow, Meadow Street Garden, the Museum and Graig Community Centre.

Our mission is to enhance community well-being through strategic partnerships and dedicated services, evident in events like the Summer Events, and Christmas festivities.

Our 5 key strategic goals taken from the Forward Development Plan 2023-27 are:

- To be a well-run, accessible and inclusive organisation.
- A focus on people and community at the heart of our work.
- Improve our environment and biodiversity.
- Encourage and fund events, culture and arts that promote well-being.
- Continue to invest in the regeneration of our town and surrounding communities.

Our Mayor, during 2024-25 was Cllr Des Paul who attended a number of functions and events through the year as the Council's representative.

### **Spending Priorities**

For the financial year 2024-25, the Council allocated a budget of £837,970 to maintain and improve services. The Council precept for a band D property was set at £77.81 for the year, representing excellent value for the services provided. This budget ensures sustained

investment in community projects and infrastructure. Other grant and rental income allowed increased expenditure in areas important to our local communities.

### **Financial Overview**

The Council's financial strategy includes maintaining a working balance of approximately £430,800 as of March 31, 2025. Key expenditure areas in the last financial year include:

- Events & Projects: £107,250
- Administration: £79,730
- Staff: £534,940
- Meadow Street: £6,950
- Taff Meadow: £16,650
- Community Rooms: £1,000
- Museum: £62,800
- Direct Services: £36,550
- Allotments & Smallholdings: £17,000
- Community Development: £33,000

\*Graphics inserted in this section\*

### **Council Activities**

(photographs of various community activities will be interspersed in this section)

We are delighted to report that community engagement, alongside investment in community assets (bus shelters, bins and benches) has increased again this year and plans are underway for a series of Summer events across our community using our different Town Council run facilities. We have also ensured that our Small Grant Scheme (£200 grants to local community projects) has been funded again this past year as it has been helpful to many small community groups.

\* Details of grants and funds allocated to local groups will be inserted here\*

We have also invested significant funds in developing the Community Engagement Team and a report about their activities will shortly be published.

Investment in, and use of, the Museum has been a key feature of the Council's activities in the past year. New carpets and lighting have been put in place and new high quality display cabinets have been purchased. This has allowed key exhibitions to be put on over the past

12 months. A report on the events, exhibitions and activities at the Museum can be found online.

### **Allotments and Land Holdings**

The Council has made significant improvements to allotment provisions in recent years, increasing accessibility and reducing waiting times. Enhancements include creating disabled access plots and installing compost toilets. Additionally, we invested in the refurbishment of community spaces, notably in the Museum building, enhancing facilities for community use.

During 2024-25 we have undertaken two Land Use Development Plans at Berw Road Field and Coedpenmaen Common. The first of these at Berw Road is currently being implemented with the support of local residents and we hope to see an improved landscape with enhanced biodiversity in the coming 12 months. The project at The Common will take more time and resources due to the size and complexity of the area and we will report progress in future reports.

The 2 year development of Meadow Street Community Garden and Forest has now been completed, and we have a wonderful area for the local community, families and schools to enjoy. The site continues to win awards, and we recently enjoyed a visit from the Prince and Princess Of Wales to the site (insert photos)

\*Various site photos here\*

### **Staffing**

The Council continues to develop and support the staff team under the leadership of the Chief Executive supported by the Council. Staff benefit from annual appraisals and regular staff meetings and are encouraged to develop both professionally and personally. New members of staff have been added and successfully embedded into the Community Development team.

\*Photos? \*

### **The Forward Development Plan and our Annual Plans**

The Council have a 4 year Forward Development Plan which is available on our website. To make sure progress is made and that the Town Council is accountable we developed an

action plan for 2024 which took various goals from the FDP and set those out as actionable targets for the Staff and Councillors. We promised the local community when we developed the FDP that we would be accountable for the actions in that plan and the annual plan is our way of ensuring we fulfil that promise.

The report on the annual plan for 2024 and the annual plan for 2025 can be found at Appendix 2.

### **The Council's Duties Under S6 Environment (Wales) Act 2016**

Community and Town Councils in Wales have a legal responsibility to protect and enhance the environments and improve biodiversity in their areas wherever possible. Councils prepare a report setting out their activities in this area every 3 years and the Council's previous report is attached at Appendix 3. An updated report is being prepared and will be published as soon as it is available.

### **Looking Forward**

In the coming year, the Council will focus on:

- Delivering the annual plan for 2025
- Developing Community Events including Tymor Yr Haf during the Summer of 2025
- Continuing the development of the Meadow Street Community site
- Promoting community projects
- Protecting and enhancing assets including the bus shelter cleaning contract
- Work with partners to improve facilities across the Town
- Improving our Community Centre provision including increasing provision at The Graig Community Centre
- Expanding community partnerships especially focusing on youth and elderly provision
- Development of the Museum through additional grants

\*Insert photos of community projects/partners\*

### **Member Attendance**

An analysis of member attendance from May 2024 to April 2025 reflects the commitment of Council members to their roles, ensuring robust governance and accountability.

\*Insert table of attendance\*

### **Meeting Well-Being Objectives**

The Town Council aligns its initiatives with the Well-being of Future Generations Act 2015, focusing on sustainable development and community well-being. Key objectives include promoting safe and thriving communities, encouraging healthy lifestyles, and fostering a resilient local economy.

Although the Town Council is not part of the Public Service Board, we are also committed to helping our Local Health Board (Cwm Taff Morgannwg) achieves its goal of 'A More Equal Cwm Taf Morgannwg' and the well-being objectives set out in its most recent plan for 2023-28 as described below.

#### **Objective 1: Healthy Local Neighbourhoods**

We want our communities to feel connected and to that end we have developed a number of local projects based at our community hubs. We have also added staff resources to ensure these projects are successful.

We will ensure that local community hubs are well resourced and provide local access to services helping people to live their lives locally and minimise the effects of loneliness and isolation.

#### **Objective 2: Sustainable and Resilient Local Neighbourhoods**

The Town Council are very conscious of the risk of climate change and over recent years have been working hard to protect and maintain our precious green spaces and improve biodiversity in areas where we can have a significant impact. Our projects at Berw Rd, Coedpenmaen Common and Meadow Street show our commitment to doing all we can to ensure these areas are maintained for the benefit of local communities.

We have also been taking active steps to promote recycling across the organisation and reduce energy consumption.

\*We will use similar graphics regarding the well-being goals and ways of working to previous report as they are unchanged\*

Additional photos will exemplify the points raised above

## **Conclusion**

We hope you have enjoyed reading about the last year of activity at the Town Council. Thank you to all our Councillors, residents and local businesses for your continued support.

We also want to place on record our grateful thanks for all our staff team who have worked tirelessly over the last year to achieve everything detailed in this report.

We look forward to serving you in the coming year and making Pontypridd an even better place to live and work.



CYNGOR TREF  
PONTYPRIDD  
TOWN COUNCIL

## Planning Applications

**August 2025**  
**Ward: Cilfynydd**

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
25/0782/CEXE	Certificate of lawful development to formally recognise the buildings historic and existing use as a garage and workshop.	Garage/Workshop building to the rear of 1 Wood Street Cilfynydd Pontypridd CF37 4EY	Mr Craig Clarke	
25/0860/CNEI	Vary condition 2 of 23/0427/DNS (construct and operate up to 14 wind turbines and associated infrastructure including: hardstanding areas to include turbine foundations, crane hardstanding and laydown/storage area with associated microsite allowances; electrical	Twyn Hywel Energy Park Land north-west of Caerphilly	Anthony Pyne	



	<p>substation and control building with underground power cables; new access route connecting onto the A472; onsite access tracks, with pipeline and watercourse crossings; borrow pit(s); anemometer mast; temporary construction and storage compound with associated lay down areas near to the site entrance; Habitat Management Area; and offsite works to facilitate the movement of abnormal loads such as the construction of over-run areas and temporary modifications to street furniture)</p> <p>To amend the approved plans to increase the rotor diameter of the wind turbines, increase the height of the on-site transformer, and enlarge the grid connection corridor Twyn Hywel Energy Park Land North-West of Caerphilly (Consultation by neighbouring Authority).</p>				
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CYNGOR TREF  
PONTYPRIDD  
TOWN COUNCIL

## Planning Applications

### August 2025 Ward: Graig and Pontypridd West

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
25/0725/FUL	Householder Development. Single storey front infill extension to create orangery.	Fairview Bungalow Little Friends Farm Gyfeillion Road Hopkinstown Pontypridd	Ms Angie Beasley	Mr Archie Edwards
25/0776/FUL	Minor Dwellings (C3) Detached dwelling with off street parking and associated works.	Former Gelliwion Quarry Gelliwion Road Maes-y-coed Pontypridd	Mr Craig Rowlands	Mr Huw Williams



CYNGOR TREF  
PONTYPRIDD  
TOWN COUNCIL

## Planning Applications

**August 2025  
Ward: Trallwng**

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
25/0738/ADV	Advertisement Consent. Consent to display 4No. Externally illuminated fascia signs, 2No. Non illuminated fascia signs and 1No Set of glazing graphics to Front rear and side elevations.	Unit 2 Brown Lennox Retail Park Ynysangharad Road Pontypridd	C/O Agent	Mr Liam Peck
25/0765/FUL	Change of use from Use Class A1 to Use Class D2 (assembly and leisure) to allow occupation by a Gymnasium operator.	Unit 4 Brown Lennox Retail Park Ynysangharad Road Pontypridd	C/O Agent	Samuel Blacker

Planning Applications

25/0808/FUL	Minor Retail (A1 – A3) Minor works to the exterior of the existing retail unit, including closing off the existing roller shutter doors, new vinyl to windows to ensure privacy and creation of new fire exit.	Unit 4 Brown Lennox Retail Park Ynysangharad Road Pontypridd	C/O Agent	Samuel Blacker
25/0844/CPRO	Householder Development Single storey extension to the rear.	26 Pencoed Avenue Pontypridd CF37 4AN	Miss Jade Kathrens	



CYNGOR TREF  
PONTYPRIDD  
TOWN COUNCIL

## Planning Applications

**August 2025  
Ward: Treforest**

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
25/0795/RVOC	Renewal and Variation of Conditions s73. Removal of condition 4 (holiday accommodation only) of Planning Permission Ref 23/1009/RVOC (variation of condition 2 of application 21/1645/15 to vary approved plans and amend design of holiday chalet)	Glynseren Bryntail Road Glyntaff Rhydyfelin CF37 5LJ	Mrs Claire Blackburn	



CYNGOR TREF  
PONTYPRIDD  
TOWN COUNCIL

## Planning Applications

### August 2025 Ward: Upper Rhydfelen and Glyn-taf

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
25/0768/FUL	The construction of a front extension to create a secure parking area.	Autostyle and Spraying Unit 2 Dynea Road Rhydyfelin Pontypridd	Mr D Richards	Mr R Frost



CYNGOR TREF  
**PONTYPRIDD**  
TOWN COUNCIL

## Planning Applications

### August 2025 Ward: Pontypridd Town

Planning Number	Proposed Development and Proposal	Location	Applicant's Name and Address	Agent's Name and Address
25/0747/FUL	Minor Retail (A1 – A3) Change of use from A1 to A3.	Lloyds Pharmacy Morgan Street Pontypridd CF37 2DR	Mr Andrew Lewis	
25/0769/ADV	Advertisement Consent Continuous fascia sign and 2no. projecting signs.	Lloyds TSB 4A Market Street Pontypridd CF37 2TF	Mr Robert Lewis- Brookes	Mr Stewart Bell

Planning Applications

25/0772/FUL	Change of use from retail to a wellness hub which includes hot and cold contrast therapy with healthy shakes and matchas. Yoga and reformer Pilates studio along with therapy and treatment room rentals.	Unit 1 and 2 W H Smith Ltd New Inn Centre Taff Street Pontypridd	Miss Jenna Day	
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## **ONE VOICE WALES**

**RCT, Merthyr & Caerphilly Area Committee meeting held at Blackwood Town Council Building at 7pm on Wednesday 30 July 2025.**

### **Minutes**

#### **Present: Members**

Councillor Edward Dawson	Bedlinog & Trelewis Community Council
Councillor Cathrine Clark	Blackwood Town Council
Councillor K Etheridge	Blackwood Town Council
Councillor G Etheridge	Blackwood Town Council
Councillor Catrin Moss	Gelligaer Community Council
Councillor M Courtney-Solbach	Hirwaun Community Council
Councillor Adrian Harford	Hirwaun Community Council
Councillor Rob Smith	Llanharan Community Council
Councillor Mal Davies	Llantrisant Community Council
Councillor Jo Rao (Chair)	Maesycwmmmer Community Council
Councillor Lynda Davies	Pontypridd Town Council
Councillor Michael Wedderien	Risca Town Council
Councillor A Broughton-Pettit	Van Community Council
Councillor Elliot Wigfall	Ynysybwl & Coed y Cwm CC

#### **Present: Clerks**

Bob Campbell, Clerk	Risca Town Council
Michelle Morris, Clerk	Van Community Council

#### **Apologies for Absence: Members**

Councillor Sally Davies	Risca Town Council
Councillor Colin Mann	Llanbradach & Pwllypant CC
Councillor Glen Evans	Tonyrefail & District CC

#### **Apologies for Absence: Clerks**

Ceri Mortimer, Clerk	Gelligaer CC
Tony Graham, Clerk	Pontypridd Town Council
Annemarie Bevan-Edwards, Clerk	Ynysybwl & Coed y Cwm CC

#### **One Voice Wales: Officers in attendance**

Maria Mulcahy: South Wales Development Officer

#### **RMCAC 2025/48 Welcome by Chair**

The Chair welcomed members to the meeting and gave everyone the opportunity to introduce themselves.

#### **RMCAC 2025/49 Apologies for Absence**

Apologies for absence as set out above.

**RMCAC 2025/50 Declarations of Personal Interest**

There were none declared.

**RMCAC 2025/51 Presentation from Alison Woodyatt, WAST Service Manager**

Key points from the Welsh Ambulance Service update:

- Alison gave an overview of the historic and current service delivery challenges and the benefits of having a positive working environment.
- Her presentation is about yellow emergency ambulances and leans towards RCT area as Wales is split into Health Board areas
- There are approximately 2000 front line staff. This includes paramedics, emergency technicians as well as specialist technicians.
- The way the Welsh Ambulance Service deals with the most serious 999 calls changed on 1 July 2025. A new purple category was introduced for people suffering from an out of hospital cardiac arrest and the red category was retained for life threatening emergencies those at high risk of cardiac or respiratory arrest including illnesses and trauma. The expectation is that ambulances will respond to these calls in an average of six to eight minutes.
- Does the person need an ambulance? The new approach places a greater focus on outcomes than response times. More is done over the phone to reduce the number of people that need to be conveyed to hospital. Their aim is a 20-30% reduction in hospital admissions and to increase support in the community.
- They are waiting to hear who is going to be the new Welsh Ambulance Service Chief Executive. Jason Killens the previous CEO is still the Chair of the UK Association of Ambulance Chief Executive (AACE).
- If fuel prices reduce it helps WAST to underspend as they are trying to save 2.7 million.
- Action is also being taken to improve ambulance handover at hospitals to support ambulance capacity to respond to 999 calls in the community.
- Nearest available resource is sent so sometimes ambulances from another area will respond to an emergency outside their area.

The Chair thanked Alison for giving up her time and providing an update on the Welsh Ambulance Service. A copy of the presentation would be provided to MM for circulation to members of the committee.

### **ANNUAL GENERAL MEETING**

#### **RMCAC 2025/52 To elect a Chair for the year 2025/26**

No nominations had been received.

It was **Resolved** that Cllr Rao be re-elected as Chair and there were no objections.

#### **RMCAC 2025/53 To elect a Vice-Chair for the year 2025/26**

No nominations had been received.

It was **Resolved** that Cllr Moss be re-elected as Vice-Chair and there were no objections.

#### **RMCAC 2025/54 To elect two representatives to serve on the National Executive Committee (Currently Cllr Jo Rao and Cllr Mal Davies).**

It was **Resolved** that Cllr Rao and Cllr Davies remain as the area committee representatives on the National Executive Committee.

#### **RMCAC 2025/55 Arrangements for meetings in 2025/26 –**

15 October 2025 (Remote)

28 January 2026 (Remote)

8 April 2026

29 July 2026

It was **Resolved** that the dates are agreed and there were no objections.

### **ORDINARY MEETING**

#### **RMCAC 2025/56 To approve the minutes of the meeting held on 16 April 2025**

It was **Resolved** that the minutes are approved as a correct record.

**RMCAC 2025/57 Matters arising from the minutes of the meeting held on 16 April 2025.**

The two matters raised under RMCAC 2025/44 had been referred to One Voice Wales.

1. Area Committee regions – A motion has already been sent by Risca TC about being included in the Gwent Valleys area. Please refer to the original email request for motions sent on 7.4.25 which outlines the motion procedure. The final list of agreed motions will be issued to councils in time for their September meeting.

2. Qualified external audit opinion.

One Voice Wales were concerned with the dissatisfaction that some councils in Caerphilly had experienced in relation to the external audit process. Lyn Cadwallader and Paul Egan had an online meeting with Deryck Evans to share the concerns and seek a response

Audit Wales have confirmed that there is no appeals process in operation, but Audit Wales would be prepared to consider any concerns that Clerks/RFOs had subject to them providing evidence to suggest that the reasons for any qualifications were based on an incorrect assertion.

Concerns were also conveyed relating to information that had been provided about missing information and additional costs incurred when Audit Wales followed up on missing information.

It was **Resolved** that the information be noted.

**RMCAC 2025/58 Developments in Relation to Charters/Devolution of Services/Asset Transfers**

Caerphilly – Charter is still being discussed.

RCT – Draft charter has gone out to public consultation which will close on 25<sup>th</sup> August 2025. Councillors are concerned especially about lack of councillor liaison meetings.

Merthyr Tydfil CBC – Representative from Bedlinog & Trelewis CC will keep us updated on their queries relating to a charter.

Councils were invited to give a brief description of developments that were being planned or had been implemented.

No examples were provided.

It was **Resolved** that the information is noted

**RMCAC 2025/59 Cwm Taf Morgannwg University Health Board  
Stakeholders Group – Report from Cllr Deenik**

Cllr Deenik has provided two detailed written reports which will be sent to members with the minutes

It was **Resolved** that this information be noted

**RMCAC 2025/60 Councillor Training programme and Consultancy Services**

Details of the training programme are circulated to all councils. One Voice Wales continues to deliver a broad range of training opportunities with bursaries available to eligible councils.

Consultancy Service is also available to members.

It was **Resolved** that the information be noted.

**RMCAC 2025/61 Development of Good Practice Guidance**

Since the last meeting, One Voice Wales had produced Practice Development notes on:-

- (15) Co-option 2025
- Who does what acronyms?
- Annual financial actions
- (13) Writing Reports

The following Practice Development Notes have been reviewed and updated:-

- (3) Pre-election period timetable review
- (4) Annual Report
- (5) Multi-Location meeting

It was **Resolved** that the information is noted

**RMCAC 2025/62 To receive the draft minutes of the National Executive  
Committee held on 20 June 2025**

The meeting was cancelled due to low number of confirmed attendees

It was **Resolved** that the information is noted.

**RMCAC 2025/63 To receive the draft minutes of the Larger Councils Committee held on 16 April 2025**

It was **Resolved** that the information is noted.

**RMCAC 2025/64 Guest speakers for Future Meetings.**

Members considered proposals for guest speakers at future meetings.

- Deryck Evans – Audit Wales
- South Wales Police and Crime Commissioner
- Warm Wales
- Rachel Carter – Local Places for Nature

It was **Resolved** the information be noted

**RMCAC 2025/65 One Voice Wales – New website**

Website has been live for member councils since 19 March.

It was **Resolved** that the information is noted

**RMCAC 2025/66 One Voice Wales Cost of Living Crisis Project**

An update about the work that the team are doing had been circulated with papers for this meeting

It was **Resolved** that the information is noted.

**RMCAC 2025/67 One Voice Wales Local Places for Nature**

Rachel Carter the One Voice Wales Local Places for Nature Officer has provided the following update:

- 2025 is a Section 6 Biodiversity reporting year and all councils should be preparing for this. All the information that councils need was sent out on 9 May as a follow up to the webinar series in April. There are details on the One Voice Website but if you require any other information contact Rachel.
- Several large projects are being undertaken such as events to promote dark skies.
- A new grant scheme is going to be launched subject to the availability of funds
- A new staff member has been appointed to the team to cover Local Places for Nature in the North Wales area.

It was **Resolved** that the information is noted.

**RMCAC 2025/68 Correspondence and Consultations**

MM gave a summary of the information that had been circulated by One Voice Wales since April

MM also pointed out the importance of reading the e-bulletins which are circulated to all councils in Wales. To reduce the number of emails being sent to councils the ebulletins are sent out twice a month and contain information that used to be sent out in individual emails. Going forward a newsletter which is exclusive to member councils will be also circulated each month which will highlight information only available to members.

It was **Resolved** that the information is noted.

**RMCAC 2025/69 Review of community arrangements for RCT**

The commission has received the decision from Welsh Government on its community review final recommendations which is to change the boundaries of 33 communities.

Due to the number of boundary reviews in Wales which will have an impact from 2027, One Voice Wales will be developing a plan to engage with member councils on the impact of community boundary reviews.

It was **Resolved** that the information is noted.

**RMCAC 2025/70 Upcoming Conferences and Events:**

- a) **One Voice Wales AGM – 1st October 2025.**
- b) **One Voice Wales Extraordinary AGM (Remote) – 3 September 2025.**

Members were reminded of the importance of their councils being represented at the remote EGM on Wednesday 3<sup>rd</sup> September at 4 pm. The CEO sent a letter via email on 25.6.25 stating that each council must nominate one councillor to attend the online meeting and the importance of each council determining their position on the revised One Voice Wales Constitution and Governance Framework.

- c) **Joint OVW and SLCC Event on 12 November 2025.**

It was **Resolved** that the information is noted, and members will remind their councils.

**RMCAC 2025/71 Matters for Referral to the NEC**

- Members are concerned about the communication and relationship with Local authorities.

It was Resolved that the matters be referred to the NEC

#### **RMCAC 2025/72 News and Reports from Councils**

Councils were invited to give a brief description of initiatives that were being planned or had been implemented: Examples reported are set out below

##### **Pontypridd Town Council**

After last years Vintage fun day in the park the council have decided to spread the summer season over a few weeks rather than spending a lot of money on one day. During August there will be :

- Brass band festival – this will include films and events in the park
- Road show – this is going out to all the wards rather than in the Town and is aimed at 5yrs old and upward
- Craft event
- Talks in museum
- Final event will be a ticketed music event in the museum.

##### **Bedlinog and Trelewis Community Council**

- 6<sup>th</sup> August – Children's event – They will be inviting a lot of local groups, and it will include crafts in climbing centre

##### **Van Community Council**

- Recently held their VE Day celebration
- During the summer holidays there will be-
- Tennis sessions – free for every child and guardian
  - Skateboard academy, forces for fitness & outdoor tug of war
  - Salvage creation – crafts for children

#### **RMCAC 2025/73 Any Other Business at the discretion of the Chair**

It was Resolved that there was no other business

#### **RMCAC 2025/74 Date of Next Meeting**

The Chair and members wished to thank Blackwood Council for allowing them to hold their meeting in their Council building.



Minutes of Area Committee Meeting 30 July 2025

**It was Resolved** that the next meeting will be held online at 7pm on Wednesday 15 October 2025

**Report of CTMUHB Stakeholder Reference Group**  
**held on Wednesday, 16<sup>th</sup> July**  
**at Voluntary Action Centre, 89/90 Pontmorlais, High Street, Merthyr Tydfil**

**(Unminuted at time of this report – update to follow)**

**Update on Maesteg Hospital**

Dale Stolzenberg, Assistant Director of Transformation, Strategic and Operational Planning gave an update on changes regarding Maesteg Hospital.

CTMUHB is working hard to develop a Health and Wellbeing Centre project that includes health, local authority and third sector services that meets the needs of the Llynfi Valley, considering feedback we received from our staff and the community.

There are a number of challenges in providing a range of services on the hospital site, given the challenges of the location and the layout of the site as well as the need for any new development to meet modern healthcare building standards.

Currently the resources allocated to this project from the Rebalancing Care and Support capital fund would not enable us to provide the range of services that the trust would like to see delivered at the hospital site.

CTMUHB has spent a significant amount of time and effort with Kier Construction and other partners considering a range of options for redeveloping Maesteg Community Hospital for the anticipated budget that enables us to deliver the identified much-needed services, but no option can be delivered without significantly impacting the services, we can deliver. This has included reviewing alternative sites in Maesteg that could offer the potential to deliver the services required within the available capital funds.

**Update on the 5 Year Diabetes Strategic Action Plan**

The Cwm Taf Morgannwg University Health Board (CTMUHB) 5-year Diabetes Strategic Action Plan aims to deliver a cohesive, evidence-based approach to diabetes prevention and management across all services and settings and across the life course. This plan addresses the current diabetes landscape in CTMUHB, highlighting service gaps and priorities to improve diabetes care and outcomes.

Diabetes is a significant health issue, affecting over 200,000 people in Wales. Diabetes is associated with severe complications such as sight loss, kidney failure, heart attacks and strokes, and up to 10 years reduced life expectancy. Diabetes is associated with considerable financial cost: in 2011 the management of diabetes was estimated to account for 10% of the annual NHS budget, with 80% of this attributable to the complications of diabetes. This cost has continued to increase since 2011 and is projected to rise to over 17% of the total NHS budget by 2035.

CTMUHB has one of the highest diabetes prevalence in Wales – 8.1% have type 2 diabetes and 0.6% have type 1 diabetes. The prevalence of type 2 diabetes is increasing, driven by obesity and other risk factors, and it is estimated that by 2035/36, 1 in 11 adults in Wales will be living with diabetes.

Diabetes prevention and diabetes care is delivered by a range of different specialties and healthcare professionals across primary, community and secondary care settings in CTMUHB. The new CTMUHB Strategic Diabetes Programme has been developed to facilitate the delivery of a co-ordinated, evidence-based, and equitable diabetes service across the whole of CTMUHB.

**CTMUHB Vision for Diabetes**

1. Prevent or delay the onset of T2DM in those with modifiable risk factors
2. Prevent poor outcomes through effective diabetes care

3. Ensure equitable provision of all aspects of the diabetes pathway in CTMUHB

A Diabetes Strategic Programme Board has been established to provide strategic oversight, guidance, and challenge. A Diabetes Operation Board will oversee and monitor delivery of this 5-year strategic plan via the co-ordination of five workstreams.

**Update on Bereavement Support available in the CTMUHB**

Donna Morgan, CTMUHB Bereavement Lead provided a fascinating presentation on the new bereavement services and strategies that are being enacted.

Donna explained that more resources were being employed to support bereaved women who suffered miscarriages at 16 weeks and before.

Additionally, she explained that there was now extended support for staff following the lessons learned from COVID, that the Trust was committed to supporting families who cannot deal with the financial pressures of a sudden death.

(A more detailed summary, including links, will be provided when the official minutes have been compiled)



Cllr Paul Deenik  
Chair & OVW Representative  
CTMUHB Stakeholder Reference Group

Friday, 18<sup>th</sup> July 2025

**Report of CTMUHB Stakeholder Reference Group**  
**held on Wednesday, 30<sup>th</sup> April via Teams**

**Appointment of New Chair**

Following the announced resignation of Anne Morris, and after his election and cabinet approval, Cllr Paul Deenik was confirmed as Chair of the Stakeholder's Reference Group and Associate Board Member of CTMUHB. Anne Morris was sincerely thanked for her time as Chair.

**Robotic Surgery**

Mr Paul Blake, Consultant Colorectal Surgical Lead for Robotic Surgery offered an overview of the introduction and use of Robotic Surgery in CTMUHB. Robotic Surgery has been identified as a key technology to deliver the greatest impact for improving outcomes for patients, allowing surgeons to perform complex procedures with more flexibility, precision and control than conventional techniques.

<https://www.youtube.com/watch?app=desktop&v=yuWpEcxf2s&feature=youtu.be>

**Revolutionary robotic technology to transform surgery at CTM - Cwm Taf Morgannwg University Health Board**

**Infant Feeding Strategy**

Fay Fear, the Infant Feeding Coordinator (Health Visiting) and Natalie O'Dell, Neonatal Infant Feeding Coordinator introduced the CTMUHB Infant Feeding Strategy (2025-2020).

The aims of the Infant Feeding Strategy are:

1. To ensure families are supported to make choices in relation to feeding and nurturing their child.
2. To increase the numbers of mothers providing breastmilk to their babies.
3. To create a supportive culture by normalising breastfeeding.
4. To work collaboratively to drive improvements in health and wellbeing across the population of CTMUHB, including the promotion of secure parent-infant relationships.
5. To support families who choose to formula feed to do so safely and responsively.

Responsive infant feeding helps support a secure parent infant relationship and corresponds with the launch of the CTM Baby and Toddler Voice (statements). It reflects Article 12 of the **UNCRC** which encompasses a child's right for their voice to be heard.

**New Infant Feeding Strategy launched - Cwm Taf Morgannwg University Health Board**

**Breast Feeding at Work Policy**

Fay Fear (Infant Feeding Coordinator- Health Visitor) introduced the CTMUHB Breastfeeding at Work Policy. Currently with Workforce colleagues, the intention of the Policy is to:

- Support employee wellbeing, boosting morale, staff retention, recruitment and breastfeeding continuation
- Reflect the CTMUHB 2030 Strategy: Reducing inequalities and promoting health. This acknowledges the positive impact of breastfeeding to protect against some childhood illnesses and promoting long-term health benefits.
- Support the CTMUHB Infant Feeding Strategy.
- Recognise the importance of equality, health and safety and human rights. The WHO recommends breastfeeding for up to 2 years (or beyond).

### **CTM Baby & Toddler Voice**

Lucy Smothers (Clinical Director of the Starting Well and Growing Well Strategy Groups) and Julie Powell-Jones (Planning Business Support Manager) provided a presentation detailing the importance of a secure parent infant relationship across the first 1000 days (from pregnancy to the age of two) and the launch of the CTM Baby and Toddler Voice statements.

The Statements have been written through the 'voice of the baby' and aim to bring to light the importance of secure nurturing relationships and seeing babies and toddlers as little people in their own right, with thoughts, feelings and emotions.

They were launched across CTM 17th March 2025:

**CTM Baby and Toddler Voice Statements Launched - Cwm Taf Morgannwg University Health Board**

### **Integrated Medium Term Plan (Update)**

Elle Beadle, the Assistant Director of Transformation, Strategic & Operational Planning informed Members that the IMTP had been completed and submitted on time at the end of March 2025. It contains a balanced financial plan detailing savings as well as future investments in planning structures. These include for example, investment into weight management services whose aims are for an integrated family model. Currently, an information update is being prepared for staff.

### **Temporary Service Change Updates**

The Stroke Services as everyone has been aware were impacted because of the critical incident in the Princess of Wales (PoW) Hospital and challenges at Prince Charles Hospital (PCH). A Monitoring and Evaluation Framework is informing the review, impact and evaluation of the service change. This will be presented at a future SRG once finalised.

The closure of Cefn Y Afon Rehabilitation Unit due to service challenges and constraints, staffing and safety saw the transition of all patients safely completed in February. Staff transfers have also been realigned to services. Next steps include effectively monitoring provision to ensure services are fit for purpose and help inform future work.

PoW Critical Incident, work is ongoing to the roof with a phased return of services as departments are finished. The Director of Planning is part of this Programme Group.



Cllr Paul Deenik  
Chair & OVW Representative  
CTMUHB Stakeholder Reference Group

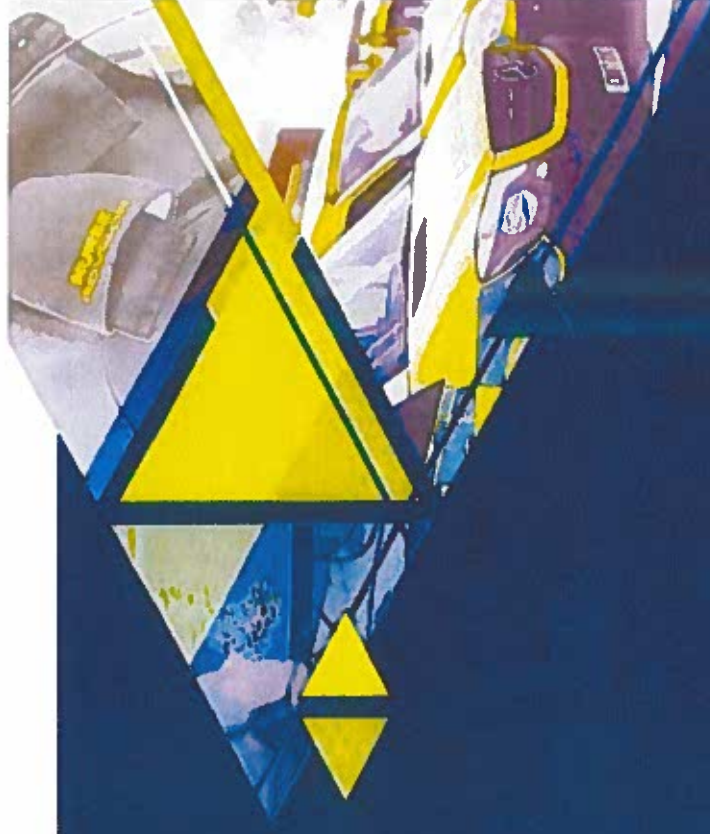
Friday, 18<sup>th</sup> July 2025

Welsh Ambulance Services University NHS Trust

# Welsh Ambulance Service Update – One Voice Wales



Ymddiriedolaeth Brifysgol GIG  
Gwasanaethau Ambiwlans Cymru  
Welsh Ambulance Services  
University NHS Trust



Welsh Ambulance Service Update – One Voice Wales  
Version 1.0  
Released July 2025

by Alison Woodman – Service Manager  
Team.alison.woodman@swales.nhs.uk

# Introduction

- Current Services
- Historic and Current Service delivery challenges
- Ambulance performance framework (introduction of Purple Arrest & Red emerg)
- Improvement initiatives and results
- Public Engagement
- Future vision





## About us - Current Services



**Frontline Staff**

**Specialist Resources**

**Integrated care**

**Volunteers**



# Historic and Current Service Delivery Challenges



**Money**

**Staff Retention/ Abstractions**

**Culture**

**COVID**

**Hospital Delays**

**Demand**

**Morale**

- Ambulance performance framework (Purple Arrest & Red Emerg)



**Cabinet Secretary for Health and Social care (Jeremy Miles)  
announced a review**

**Senydd Recommendation - Reviewed 65% 8-minute  
response**

**1<sup>st</sup> of July 2025 Implemented the recommendations by  
introducing the Purple Arrest and 6 – 8 minute median**



# Improvement initiatives and results



**Well being of Future Generations act**

**Health Board Collaborative Working – Improved handovers**

**Reintroduction of the Clinical hub/Single Point of Access (SPOA)**

**6 Goals collaborative working**

**Transformation (Inverting the Triangle)**

**Integrated Medium Term Plan commitment**

**Ambulance Performance Framework (Purple calls)**

**Upskilling the workforce (Advanced Practice)**

**Focus on Culture and a positive working environment**

**Focus on clinical excellence**

**Excellent Patient care!!**

# Public Engagement



**2025 Quality, Patient Experience and Safety Committee**

**How concerns are addressed – Putting things right**

**Interactions with the communities we serve**

**Career advice**

**Online advice (Shocktober/ Defibuary)**

Welsh Ambulance Services University NHS Trust



# Thank you for listening

Services - Welsh Ambulance Services University NHS Trust



GIG  
CYMRU  
NHS  
WALES

Ymddiriedolaeth Brifysgol GIG  
Gwasanaethau Ambwlans Cymru  
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