

Cyngor Cymuned Cwmllynfell Community Council



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Minutes of the General Meeting of Cwmllynfell Community Council held virtually on Thursday 23rd October 2025 6.30pm

Present

Councillor M Scarll (Chairman)
Councillor E Davies (Vice Chair)
Councillor C James
Councillor E Thomas Howells
Councillor D Thomas
Councillor S Howells
Councillor C Lewis
Councillor H Williams

1. Apologies for Absence

Apologies for absence were received from Cllr H Jones & Cllr K Williams

2. Declarations of Interest

In accordance with the code of conduct, Cllr E Thomas Howells declared a prejudicial interest in item 6c as a Member of the Hall Committee. Cllr E Thomas Howells left the meeting during the consideration of this item

3. Minutes of the Meeting held on 18th September 2025

The minutes were approved as a true and accurate record of the meeting.

4. Financial Matters

a. Payment of Accounts and Bank reconciliation – October 2025

Sarah Daniel	Salary	705.67
HMRC	Income Tax	176.36
NEST	Pension	61.72
O2	Mobile Phone	15.42
Royal British Legion	Donation	100.00
GP Environmental	Removal of Trees / Branches - Cemetery	600.00
Mat Scarll	Battery – Christmas lights	804.00
Mat Scarll	Christmas lights	549.88
Royal British Legion	Donation	100.00
Urdd	Grant application	250.00

b. Q2 Accounts

The Clerk reported that income for the year to date for the cemetery had already exceeded the total for the previous financial year, and the receipt of a £20,000 lottery grant for

playground improvements. A VAT refund had also been received. Expenditure remained in line with expectations.

RESOLVED: To note the Quarter 2 financial position.

c. **Bank Mandate – additional signatory required**

Following the resignation of Cllr Martin Evans, an additional signatory is required for the bank account. The Clerk confirmed that Barclays now allows the process to be completed online using photo ID verification.

RESOLVED: Cllr C James to be added as an additional signatory.

d. **Grant application – Urdd**

An application for £500 was received towards the cost of an annual event (total cost £5,000). Members noted that larger councils such as Pontardawe Town Council had contributed £750.

RESOLVED: To approve a grant of £250 to the Urdd.

5. Planning Matters

none

6. Reports

a. **Community Survey**

Cllr C James presented a draft summary of the community survey for publication on Facebook and in the community hall. Members discussed highlighting recent actions in response to feedback, including:

- Installation of a new bin in the cemetery
- Playground improvements
- Delivery of the Christmas parade
- Budget review to prioritise community events over planters
- Partnership working with the local school on planting days
- Greater visibility of councillors at community events

It was agreed that the communication theme from the survey should continue to be a focus, with plans for further community surgeries to be arranged for November.

RESOLVED: Cllr C James to finalise and circulate the summary for comment prior to publication.

b. **Christmas 2025**

The Christmas parade will take place on Sunday 7th December 2025. Route to remain as previous year; Clerk to share the confirmed route with Cllr Davies. Sweets to be purchased for children attending the parade. The event has been approved by Neath Port Talbot Council.

The Clerk confirmed that:

- The lights (£549) and battery (£800) had been purchased.
- £1,800 remained from the £3,150 Christmas lights budget, representing a significant

- saving.
- Future costs will relate mainly to the trees and minor electrical work.

RESOLVED:

1. Clerk to purchase sweets and high-visibility vests as required.
2. Members noted the cost savings achieved through the new lighting arrangements.

c. Cwmllynfell Hall – Christmas Pantomime

The Clerk advised that the Hall Committee had originally intended to request financial support for the pantomime but later confirmed they would charge admission and therefore not seek a grant.

RESOLVED:

1. Council to provide selection boxes for children attending the pantomime as a seasonal gesture.
2. Clerk to arrange purchase of selection boxes for both the pantomime and the school, to be delivered prior to Christmas.

7. Date and Time of next meeting

The next meeting was scheduled for Thursday 20th November 2025 at 6.30pm, to be held virtually. Members noted this date may be amended due to limited availability of Members

8. Urgent Business

None received.