



**CYNGOR CYMUNED
LLANBRADACH & PWLL-Y-PANT
COMMUNITY COUNCIL**

C/o C Mortimer, Clerk to the Council
38 Nant Fawr Road, Cyncoed. Cardiff CF23 6JR
Email: mortic1@caerphilly.gov.uk Tel: 07933 725094

1st November 2025

Dear Chair and Members of Llanbradach & Pwllypant Community Council

You are summoned to an **ORDINARY FULL COUNCIL MEETING** of Llanbradach & Pwllypant Community Council held on **MONDAY 10th NOVEMBER 2025, 6.15pm** at Llanbradach Community Centre. The meeting will be in MULTI-LOCATIONAL format in accordance with the provisions of the Local Government and Elections (Wales) Act 2021.

Members of the press and public are permitted to attend our meetings electronically via the Microsoft Teams meeting link below, or in person at the community centre.

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 353 015 244 858

Passcode: Uy7PV3UZ

If you would like a matter raised at the meeting, please contact the Clerk at least 7 days before the meeting date, to ensure that the matter can be included on the agenda for discussion. The business to be transacted is set out in the agenda below.

Yours sincerely

C Mortimer

C Mortimer
Clerk to the Council

AGENDA

1. Declarations of Interest

Councillors are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution, and the Code of Conduct for both Councillors and Clerk.

2. Apologies

3. Police Update

4. Public Participation

5. Chair's Announcements

6. Minutes

(i) To receive and if approved to confirm and sign the **Minutes of the ORDINARY COUNCIL meeting held on 27/10/2025** as an accurate record.

(ii) To receive and approve Appendix 1 – Police Report

7. Matters Arising

8. **Exclusion of Press and Public**
In accordance with Section 100A(4) of the Local Government Act 1972, a council resolution is required to exclude the press and public due to the confidential and personal nature of the next item.
9. **Confidential Minute no. 93 – Governance and Staffing**
To receive and if approved to confirm and sign **Confidential Minute no.93 of the ORDINARY COUNCIL meeting held on 27/10/25** as an accurate record.
10. **Matters Arising**
11. **Re-opening public meeting**
12. **Finance to 1st November 2025**
 - (i) **Balance of Funds**
To receive, confirm and approve 'Balance of Funds' document.
 - (ii) **Reconciliation**
To receive, confirm and approve reconciliation document.
 - (iii) **Bank Statements**
To receive, confirm and approve banks st no.270
 - (iv) **Earmarked Reserve**
To receive and note agreed transfer of earmarked reserves of £8k from Environment to Library.
13. **Insurance 2025 – 2026**
 - (i) To receive and note Clerk's Report on our insurance cover.
 - (ii) To receive, note and approve additional premium as per the Clerk's Report
A council resolution is required.
 - (iii) To receive, note and approve amended policy and documents for 2025-26.
A council resolution is required.
14. **Welsh Parliament - Role, governance and accountability of the community and town council sector**
To receive and note document.
15. **Financial Assistance/Grants 2025/26** (late applications will be tabled).
16. **Projects 2025/26**
 - (i) Project Summary - to receive project summary Appendix 1
 - (ii) Festoon lighting attached to catenary cables on De Winton Terrace
Caerphilly County Borough Council have confirmed that they no longer permit this type of installation and have requested that it be removed.
We are awaiting quotes. However in the meantime CCBC has granted us dispensation until 2026 to remove the wiring.
 - (iii) Christmas Switch On and Santa's Sleigh – Monday 1st December 2025
 - To receive further details re: sleigh, Santa and route – Cllr B Newton
 - To receive and approve Risk Assessment
 - (iv) Pantomime Sunday 4th January 2026
 - To receive and approve Risk Assessment
 - Members assisting:
12.00 Noon performance – Cllrs Norma Cabble, Emma Thomas, Colin Mann, Nicola hewer and Ceri Mortimer (kitchen)
3.00pm performance - Cllrs Norma Cabble, Val Noble, Nicola Hewer, Mark Robatham, Colin Mann and David Edwards.

- 17. Training - Members are encouraged and supported to attend training**
To receive and note:
(i) Training Plan
(ii) Training Sessions
- 18. Llanbradach Library Update**
(i) To receive and note any further updates
- 19. Ty'n y Graig Footbridge Update - Transport for Wales (TfW)**
To receive and note any further updates
- 20. Bluebell Woods Bluebell Woods Update - Llanbradach Area Regeneration Committee (LARC)**
- 21. Land at Wingfield Works Lane Llanbradach CF83 3RW**
To receive and note any further updates
- 22. Democracy & Boundary Commission Cymru – Draft Annual Remuneration Report 2026-2027**
To receive and discuss draft annual remuneration report 2026 – 2027
All observations on these draft determinations should be sent to: Democracy and Boundary Commission Cymru 4th Floor Welsh Government Building Cathays Park Cardiff CF10 3NQ
Or by email to: remuneration@dbcc.gov.wales **no later than 18 November 2025.**

For further information on remuneration and the determination process please refer to the Commission webpage: www.dbcc.gov.wales
- 23. Planning Applications** (any additional applications will be tabled at meeting)
To receive & discuss planning applications. Comments or enquiries must be emailed to planadmin@caerphilly.gov.uk within 21 days of receipt of the email date. Further details on all applications can be found on the following link:
<https://planningonline.caerphilly.gov.uk/>
- 24. Next meeting Date: Monday 15 December 2025, 6.15pm at Llanbradach Community Centre**