

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

**Minutes of the Ordinary Council Meeting held on
Monday 14th September 2026, 6.15pm at Llanbradach Community Centre
in a MULTI-LOCATIONAL format in accordance with the provisions of the
Local Government and Elections (Wales) Act 2021.**

Present:

Councillors: Norma Cabble (Chair), David Edwards, Andrew Gillett, Colin Mann and Emma Thomas (Vice Chair)

Clerk: C Mortimer

In Attendance: PCSO B Coggan

Chair Cllr Norma Cabble warmly welcomed everyone to the meeting.

49. Declarations of Interest

Councillors were 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.

The Clerk declared an interest in Minute No. 56

50. Apologies

Apologies were received from Cllr V Noble due to recent bereavement, Cllr B Newton due to illness and Cllr M Robotham due to family commitments.

Cllr N Hewer's continued absence was noted and approved.

PCSO B Coggan was invited to present the next item.

51. Police Update Appendix 1

Members received and noted the police update and following surgery dates at Llanbradach Library:

Wednesday 7th October 11am

Friday 6th November 11am

Friday 18th December 11am

Wednesday 6th January 2027 3pm

Members are to encourage residents to report incidences directly to the police either via Facebook/ Neighbourhood Watch or 101.

Members highlighted speeding traffic late at night past Bluebell View.

The Police continue to regularly engage with the pupils of Coed y Brain School with presentations.

PSCO B Coggan was thanked for her update and she subsequently left the meeting.

52. Chair's Announcements – there were no new announcements.

53. Minutes

Minutes of the ORDINARY COUNCIL meeting held on 13/07/2026 were received, approved and signed as an accurate record.

54. Matter Arising

(i)Members noted that due to the 21-day consultation deadline expiring before our scheduled meeting on 14th September, the Clerk exercised her plenary powers to submit the Council's planning response in respect of:

Members of Llanbradach & Pwllypant Community Council strongly object to the proposed change of use to a Motorcycle Repair Garage due to its close proximity to residential properties on Lon yr Afon. The proposed garage will be backing on to the gardens of residential dwellings, which will have an unacceptable impact on residents in relation to noise pollution from engine testing, revving, repairs and mechanical tools. In addition, we are concerned about fumes and exhaust emissions associated with motorcycle repair and maintenance and potential smoke from mechanical work, fuel handling or accidental combustion. There will also be increased vehicle movement creating general disturbance from customer drop-offs and collections.

The area is prone to flooding and NRW have raised this as a significant issue. If flooding occurred, there would be a high risk of contamination from oils, fuels, lubricants and chemicals entering the watercourse.

Lon-yr-Afon is a quiet residential street, and the introduction of a motorcycle repair garage, merely a few metres away, represents a significant intensification of industrial activity on a housing estate not designed for it.

We therefore urged Caerphilly County Borough Council Planning, that this application be refused.

(ii)Members received and noted the Notice of Refusal received from Caerphilly County Borough Council.

55. Finance to 21st August 2026

(i) Balance of Funds

'Balance of Funds' document was received, approved and signed as an accurate record.

(ii) Reconciliation

Reconciliation document was received, approved and signed as an accurate record.

(iii) Bank Statements

Bank statements no's 278,279 & 005 were received, approved and signed as an accurate record.

(iv) Standing Order

RESOLVED: Council agreed to cancel the monthly standing order to Torfaen Pension fund via the Cooperative Bank and instead agreed that it will be paid monthly via BACS from the Unity Bank Account.

(v) Proposed Transfer - Cooperative Bank to Coventry Building Society

Members received and noted that "On 1 January 2025, Coventry Building Society (the Society) purchased The Co-operative Bank (the Bank). Both our organisations have strong histories built on ethics and values. We're working on the next steps to bring our organisations together. To do this, we're proposing to transfer the Bank's business to the Society. We expect this to happen on 1 January 2027, subject to Court approval of the proposed transfer".

The Clerk declared an interest in the next item and left the meeting room

56. Local Government Services Pay Agreement 2026/27

Members received and noted correspondence from The National Joint Council for Local Government Services (NJC) which stated that it has reached an agreement on rates of pay applicable from 1 April 2026 to 31 March 2027. This means an increase in the Clerk's hourly rate from £17.85 to £18.44 per hour (SCP 23)

RESOLVED: Council agreed to the increase and agreed that it be back dated to April 2026.

The Clerk returned to the meeting.

57. Financial Assistance/Grants 2026/27

(i) Cerebral Palsy Cymru Grant Application & Amber's Story Application no.6

RESOLVED: Council agreed to grant the sum of £100 to Cerebral Palsy Cymru

(ii) Walk n Talk Mental Health Support Group Application no.7

RESOLVED: Council agreed to grant the sum of £50 to Walk n Talk Mental Health Support Group

(iii) Cwmni Urdd Gobaith Cymru – Eisteddfod yr Urdd Bro'r Wenynen, Gwent 2027 App no.8

RESOLVED: Council agreed to grant the sum of £100 to Cwmni Urdd Gobaith Cymru.

58. Projects 2026/27

(i) Project Summary – was received and noted.

(ii) Twinning Gift

RESOLVED: Council agreed to fund the Twinning gift to the sum of £26.99

(iii) Royal British Legion Poppy Appeal – please see silhouette quotes - deferred

(iv) Land to the s/o 17 De Winton Terrace – item deferred as we are awaiting quotes.

(v) Wooden planter in the village near the noticeboard is rotten and beyond repair

Council agreed to get quotes for suitable maintenance free planters.

(vi) Summer Play/Sport Scheme

The feedback received was very positive with the sporting sessions held in the Community Centre and the skateboarding sessions in the park were very well attended.

(vii) Santa's Sleigh – Monday 30th November 2026

Members agreed to use the sleigh at the Community Centre this year.

Cllr Emma Thomas' contact has agreed to put the sleigh on her recovery vehicle and transport it through the villages. Cllr Emma Thomas to sort out the purchase of new Christmas lighting with the Clerk to adorn the sleigh.

(viii) Wingfield Park

Now that the table and benches were secured to the base, members agreed to order topsoil to backfill around and base, creating a slope and less of a step.

Planting shrubs and trees to be deferred.

59. Community Review Final Recommendations - Democracy & Boundary Commission Cymru

(i) Members received and noted:

(a) email from CCBC's Electoral Services and

(b) Key Considerations

(c) The County Borough of Caerphilly (Communities) Order 2026, applicable from our next election date 6th March 2027 and available here

[The County Borough of Caerphilly \(Communities\) Order 2026 | DBCC](#)

(Section 32,33 and 49 is applicable to Llanbradach & Pwllpant Community Council)

(ii) Members received and noted Maps

(a) Llanbradach & Pwllpant Community Council (overall with new areas)

(b) Maesycymmer to Wingfield (0 electors)

(c) Ystrad Mynach to Wingfield (additional 6 electors)

60. Safeguarding Policy

Members received and were requested to consider adopting the Safeguarding Policy for 2026/27 in line with Social Services and Well-being (Wales) Act 2014 and current good practices for community councils in Wales and for insurance purposes.

RESOLVED: Council adopted the new Safeguarding Policy for 2026/27.

61. Insurance for 2026/27

RESOLVED: Members received, noted and approved the amended/updated policy documents in respect of insurance for 2026/27 with Zurich Municipal at a total cost of **£1428.29**

62. Training

Members received and noted Training Plan

63. Deferred from Annual Meeting and Ordinary Meeting:

One Voice Wales

Two members

RESOLVED Cllr Colin Mann and Cllr Emma Thomas

One Voice Wales – RCT/Merthyr/Caerphilly Area Committee (meet quarterly)

Two members required plus the clerk

Cllr Colin Mann and Cllr Emma Thomas.

64. CCBC Standards Committee - Vacancy

The Standards Committee currently have a vacancy for a Town or Community Councillor representative; I would be very grateful if you could share the information detailed below with your Town and Community Councillors and seek any expressions of interest. The Standards Committee promotes and maintains high standards of conduct by the members of the Council. The committee comprises of 5 lay members, 2 county borough councillors and a community councillor.

(i)Members received and noted additional email from Chair of the Community & Town Council Liaison Committee

Expressions of interest were invited.

Cllr David Edwards expressed an interest in the role.

65. Llanbradach Community Centre

Members noted that the Community Centre Committee will be discussing whether to allow the Community Council a post box at the centre.

66. Planning Applications, Determinations & Appeals

The following planning applications were received & discussed.

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/>

(i)Case Ref. 23/0762/COU Location: Site Area: 205m² 1 Tyn-y-graig Road Llanbradach Caerphilly CF83 3LH (UPRN 000043018155) Proposal: Convert existing barn to the rear of property into a two-storey dwelling with off plot car parking and amenity space.

RESOLVED: Llanbradach & Pwllypant Community Council agreed that they would like the matters listed below be addressed prior to approval being granted.

1. Bat Report

The Bat Report is dated September 2021 and therefore out of date. As outlined in section 3.3 Bat Surveys should be repeated every two years. Also, it has been noted that there was no access gained to the property due to Covid back in 2021. Therefore a new Bat survey should be conducted with full access to the inside.

2. Surface Water

Whilst the property is not in a Flood zone it is prone to surface water from Nant Owen and therefore we would support the Engineers recommendation that a Drainage Statement be submitted prior to permission being granted.

3. Heritage / Conservation Area

In keeping with the surrounding area, we fully support the use of natural materials such as grey slate roof, wooden windows and pointing the existing stone and brick work.

(ii)Case Ref: 26/0562/COU - Change the use of ground floor commercial use to create new dwellinghouse (including incorporation of existing first floor residential flat)

2 De Winton Terrace Llanbradach Caerphilly CF83 3JX

RESOLVED: No objections to the proposed development on the proviso there is sufficient off street parking.

(iii)Case Ref. 26/0563/COU - Location: Site Area: 194m² 17 High Street Llanbradach Caerphilly CF83 3LP (UPRN 000043017895) Proposal: Change the use of lower ground floor of previous fitness club to one bedroom flat

RESOLVED: No objections to the proposed development.

67. Next meeting Date: Ordinary Council Meeting on Monday 12th October 2026 6.15pm

Meeting Closed at 8.20pm

Signed: _____Chair

Date: 12th October 2026