

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

**Minutes of the Ordinary Council Meeting held on
Monday 12th October 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: N Cabbie (Chair), Colin Mann, B Newton, V Noble and M Robotham

Clerk: C Mortimer

Chair Cllr Norma Cabbie warmly welcomed everyone to the meeting.

68. 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 - There were no declarations.

69. Apologies

Apologies were received from Cllr David Edwards due to family commitments and Cllr Emma Thomas due to illness.

70. Police Update Appendix 1

Members received and noted the contents of the police report and the following surgery dates at Llanbradach Library:

Friday 6th November 11am

Friday 18th December 11am

Wednesday 6th January 2027 3pm

It was noted that the Clerk is to contact PCSO B Coggan due to residents raising concerns regarding vehicle movement on school street. Reports indicate that some vehicles are travelling at excessive speeds along the road, creating potential safety risks for pedestrians and other users. In addition, there have been instances of motorists driving in the wrong direction on the one way section of the street, increasing the likelihood of accidents and near misses. Residents have also reported an increase in traffic-related noise and vehicle movements, which is having a negative impact on the amenity of the area and the quality of life of those living nearby.

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

72. Minutes

Minutes of the ORDINARY COUNCIL meeting held on 14/09/2026 were received, approved and signed as an accurate record.

73. Matter Arising – there were none.

Cllr B Newton arrived at the meeting

74. Finance to 28th September 2026

(i) Balance of Funds

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

(ii) Bank Statements

Bank statements no's 280 & 006 were received, approved and signed as an accurate record.

(iii) Virement – Earmarked Reserves

Council deferred the request to transfer £500 from the Contingency Fund subject heading, under Earmarked Reserves, to the Land at 17 Dewinton Terrace subject heading, for the purpose of tidying and planting. It was noted that the Clerk will explore alternative actions.

75. Casual Vacancy in Pwllypant Ward

Following the recent resignation of Nicola Hewer, a vacancy exists in the Pwllypant Ward. Electoral Services have been notified, and the Casual Vacancy has been published and displayed on the noticeboards, social media and website for 14 days ending 12th October 2026. It was confirmed that an election had not been called and as such the clerk will proceed to advertise a Co-option vacancy until 7th November 2026.

Cllr B Newton left the meeting to take an important call.

76. Torfaen LGPS – Appointment of Lead Officer & Adjudicator

Members received and noted correspondence from LGPS to appoint

(a) A Lead Officer

RESOLVED: Council agreed that the Clerk be the Lead Officer

(b) An Adjudicator

RESOLVED: Council agreed that Cllr C Mann be the Adjudicator.

77. Financial Assistance/Grants 2026/27 – there were no applications received.

Cllr B Newton returned to the meeting.

78. Projects 2026/27

(i) Project Summary – was received and noted.

a. Halloween – Cllr Cabble confirmed that the Halloween window displays would be judged between 24-31 October with the Vice Chair. Cllr B Newton agreed to create a poster.

RESOLVED: Council agreed that 8 prizes be purchased by the Chair, and her costs reimbursed.

(ii) Royal British Legion Poppy Appeal

Quotes were received and noted.

RESOLVED: Council agreed not to purchase the silhouettes. It was felt that the beautiful bench and poppies were enough.

(iii) Land to the s/o 17 De Winton Terrace

RESOLVED: It was agreed that the Clerk would look at other options

(iv) Planter to the front of the noticeboard in the Village

It was agreed that the wooden planter was beyond repair and needed to be replaced.

Four quotations were received from different companies.

RESOLVED: Council agreed to purchase a black cast iron planter with gold lettering at a cost of £1099 plus £166.

(v) Community Council Post Box

It was noted that Llanbradach Community Centre Management Committee had agreed to the installation of a post box to the external wall alongside the noticeboard of the Community Centre.

Two quotations were received and noted.

RESOLVED: Council agreed to the purchase of the postbox no.1 with curved top, at a cost of £29.99

(vi) Christmas Pantomime Saturday 5th December 2026 1pm & 3pm

a. Chair/Box Office has received tickets for selling at £2.50 each

b. Posters and box office details are on social media and noticeboards throughout the villages

c. Kitchen helpers Debbie and Karen have kindly agreed to run the kitchen.

d. Confirmation of members prepared to help for the 1pm and 3pm performances – to set up chairs, clean between and after both performances and putting chairs away are:

1pm: Norma, Beci, Mark, David, Colin and Mr John Cabble on the door

3pm: Norma, Beci, Mark, Val, David, Colin and Mr John Cabble on the door

e. Risk Assessment (R/A) – was received and noted.

RESOLVED: Council agreed to adopt the Risk Assessment.

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

An update was received and noted in relation to:

- a. Vehicle to transport the sleigh – Miss J Jones has kindly agreed to transport the sleigh.
- b. Decorating the sleigh – Cllr Emma Thomas agreed to decorate the sleigh with lights
- c. Police have agreed to escort the sleigh
- d. Sweets – chocolates and sweets to be purchased
- e. Christmas lights to be switched on – Clerk has informed Elsbury of switch on.
- f. Posters – Cllr Beci Newton to schedule times, routes and poster. This year it will be starting at The Rise.
- g. Oakdale Silver Band – clerk to confirm date with the band and that The Rise was the first stop this year.
- h. Risk Assessment

R/A was received and noted. Miss Jones to provide a copy of her car insurance.

RESOLVED: Council agreed to adopt the Risk Assessment.

(viii) Erection/dismantling of Lamp post poppies

a. Risk Assessment was received and noted.

RESOLVED: Council agreed to adopt the Risk Assessment.

79. Armistice – Sunday 8th November 2026

(i) Wreaths

Members received and noted the following wreath distribution and arrangements:

2 x Community Council – Chair Cllr Norma Cabble

Pwllypant Village Hall £23 – Cllr Norma Cabble

Llanbradach Community Centre £23 – left at the Community Centre, in the storeroom.

Llanbradach OAP £23 – Cllr Norma Cabble.

Llanbradach Welfare £23 – Cllr Norma Cabble

Plaid £30.50 (plus £2.50 owing from 2025 due to underpayment) – Cllr Colin Mann

Welsh Guards £30.30 – Cllr Colin Mann to distribute to Mrs Claire Hughes.

(ii) Service Arrangements

It was noted that:

Orders of Service – Clerk has printed new Orders, which Cllr Norma Cabble will distribute.

PA System – Mr John Cabble has kindly agreed to set up the system.

Road Closures & Public Liability – this event is covered by CCBC and is underway.

Bugler – Clerk to contact Paul or Alex.

80. Model Standing Orders 2026 (Wales)

(i) Members received and noted an Advice Note from One Voice Wales (OVW) regarding Procurement Advice

(ii) Model Standing Orders 2026 (Wales) Final, following amendments to pages 3 and 22 – Financial Controls & Procurement.

RESOLVED: Council agreed to adopt the Model Standing Orders 2026 (Wales) Final.

81. Martyn's Law – Key Provisions for Community and Town Councils

Members received OVW Practice Development Note 23

RESOLVED: Council agreed to adopt Martyn's Law should any of our events exceed 199 people at any given time.

82. Training

Members received and noted Training Plan

83. Llanbradach Library

Members noted that a High Court Judge had dismissed the judicial review in respect of library closures, finding that Caerphilly County Borough Council had acted lawfully and rationally. The High Court Judge concluded that Caerphilly's restructured service would remain comprehensive, efficient and reasonably accessible.

Campaigners retain a period to consider whether to appeal the High Court's Decision.

84. Llanbradach Community Centre

Clerk has requested if she could have another key to the notice board o/s the Community Centre.

85. Active Travel Network Map Review – Consultation

Caerphilly County Borough Council is undertaking a public consultation on its draft Active Travel Network Map (ATNM). The consultation will help shape proposals to expand and improve active travel routes across the county borough, making it easier for people to walk, wheel and cycle for everyday journeys.

Have Your Say

CCBC welcomes your views on their existing Active Travel Network Map.

Before completing the survey, please take some time to review the map using the link below:
[Active Travel Network Map \(ATNM\)](#)

Once you have opened the map, select the green "Display in Map Viewer" button to enlarge it. This will open a larger version of the map and display the map key on the left-hand side, explaining the different colours and symbols used.

If the map does not load immediately, please refresh the page or try opening the link in a different web browser.

Comments can be submitted via the survey using the link below:

[Active Travel Network Map Review 2026 | The Caerphilly Conversation](#)

In addition, a series of consultation drop-in sessions will be held at libraries across Caerphilly County Borough, providing an opportunity for you to view the proposals, ask questions and provide feedback in person, as detailed below.

- Tuesday 22nd September: Caerphilly (10am-1pm)
- Wednesday 23rd September: Bargoed (10am-1pm) / Ystrad Mynach (2pm-5pm)
- Thursday 24th September: Blackwood (10am/1pm) / Newbridge (2pm-5pm)
- Wednesday 30rd September: Risca (10am-1pm) / Abercarn (2pm-5pm)
- Thursday 1st October: Rhymney (10am-1pm)

Consultation Closes: 24th November 2026.

86. Christmas Lighting 2026

(i) Caerphilly County Borough Council Festive Guide and LLPCC Application

Members received and noted CCBC's Guide and our submitted application

(ii) Increased Costs 2026

Members received and noted correspondence from Elsbury in relation to increased costs for maintaining, PAT testing, installation, dismantling and storage of our festive lights.

RESOLVED: Council agreed to the increased costs.

(iii) Christmas Tree Lighting – Llanbradach Square

Council had previously received and noted correspondence and costs in relation to new Christmas tree lighting for the square, due to last year's tree lighting failure and their unsuitability (in the event of being pulled from the tree by youths)

RESOLVED: Council ratified the decision to spend of £1,800 for the purchase of warm white tree lighting (3 trees x £600) and installation costs of £450.

(iv) Figurines

Members received and noted correspondence from Elsbury in relation to 9 figurines failing their PAT.

Members were requested to consider either purchasing new or ex-stock, renting or a combination of both. Members noted that new stock have a 3 year guarantee, ex-stock has a 1 year guarantee.

Quotes for renting and purchasing ex-stock were received. Clerk is awaiting the costs for new figurines.

RESOLVED: Council agreed to make a decision when all costs had been received.

87. Planning Applications, Determinations & Appeals

Members received and noted the following:

Appeal reference: CAS-04270-K6C4W6 Site address: Berllan Ddu, Pandy Lane, Llanbradach, Caerphilly, CF83 3DZ

Decision date: 08/10/2026

Summary of the Decision:

Decision

The inspector made a minor wording correction to the enforcement notice.

The appeal was dismissed.

The enforcement notice was upheld.

The application for retrospective planning permission was refused

Overall conclusion

The inspector concluded that the development:

Does not satisfy Welsh Government One Planet Development requirements.

Is unacceptable in principle in the countryside.

Causes harm to the character and appearance of the area.

Conflicts with the relevant policies of the Caerphilly Local Development Plan. Therefore, planning permission was refused and the enforcement notice remains in force.

Practical effect: the owner must comply with the enforcement notice, which includes ceasing the residential use, demolishing the dwellinghouse, removing associated structures/materials, and restoring the land within the compliance period.

88. Next meeting Date: Ordinary Council Meeting on Monday 9th November 2026 6.15pm

Meeting Closed at 8.20pm

Signed: _____ Chair

Date: 9th November 2026