



**CYNGOR TREF
YSTRADGYNLAIS
TOWN COUNCIL**

**Ordinary Meeting of the Town Council held at the
Ystradgynlais Welfare Hall on
Thursday 13th November 2025 at 6.00pm**

Present : Councillor A Williams, Presided

**Councillors J Rigby, W Thomas, G Davies, G Roberts, M Allen, M
Evans, J Horrells, M Donnelly, R Millington, C Williams, C Nickels &
M Shrewsbury**

**N Plump (Temporary Administration Assistant) & P Dennis (Facilities
Manager)**

**130. PRESENTATION BY BLOOM SPACE FOUNDATION –
6.15PM TO 6.30PM**

Donna from The Bloom Space Foundation which was previously named Mind Ystradgynlais presented to the Town Council an informative insight into the work that they achieve throughout the Swansea Valley supporting the community with Mental Health conditions on a self-referral basis. They provide workshops and outreach programs in the local schools. They have expressed their interest in Canolfan and open to discussion with Powys County Council. Cllr Huw Williams expressed his support towards this and would be in touch further with Donna on this.

131. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Morgan, G Burdett, L Evans, and B Morgan (Clerk).

132. DECLARATIONS OF INTEREST

There were no declarations of interest.

133. POINT OF ORDER – CLLR C WILLIAMS

Cllr C Williams wished to have clarification on why his motion that was seconded by Cllr M Shrewsbury was removed as he had read the Standing Orders which outlines ‘only the Proposer with the agreement of the seconder could remove the motion’ ‘If a motion is put in then it should be discussed’ Cllr Williams also noted that if his motion was not to be heard the item 9 on the agenda should not be discussed if it is a personnel matter when hiring staff.

134. POINT OF ORDER – CLLR G DAVIES

Cllr G Davies highlighted Cllr C Williams point by acknowledging only Cllr C Williams and M Shrewsbury could remove the motion. That One Voice Wales are there to give advice and recommendation and that the Town Council makes the decisions.

Cllr Millington agreed that the same rule should apply Item 9 on the agenda. Cllr C Williams also confirmed that items should be heard within the full council before they go to the Management Committee.

Cllr G Davies if Item 9 is a staffing issue then it should be a closed item.

The Chairman Cllr A Williams advised that Management Committee did not speak on Cllr C Williams motion in the closed item and that Cllr J Horrell emailed the Clerk his concerns on the motion.

Cllr W Thomas advised that we had been discussing staffing restructure for 2 years now and Option C was the chosen route and

that Cllr G Davies had declared his interest all along the process which Cllr G Davies denied.

Cllr G Roberts advised that the Motion on the agenda item 9 was different in respects of exploring a new position not employing.

Cllr C Williams wished to express that it was a principle of a motion following the Standing Orders set out by the Town Council at it came from a place of help and support to the newly appointed Clerk and it was not being heard.

135. POINT OF ORDER – CLLR M SHREWSBURY

Cllr M Shrewsbury wished to note that Item 11 on the agenda should be removed as the item was agreed and passed at the meeting of 8th May 2025 and cannot be discussed again within 6 months.

136. MINUTES

- a) Ordinary Meeting 9th October 2025
- b) Management Committee Meeting 29th October 2025

Resolved that the Minutes of the Ordinary Meeting 9th October 2025 and the Management Committee Meeting 29th October 2025 be confirmed as accurate records and signed by the Chairperson.

MATTERS ARISING

137. CONTRACT RFO

Further to the Management Committee Meeting on 29th October 2025 Cllr J Horrell advised that the discussion surrounding the Contract for the RFO would be further discussed and passed back to the Town Council for consideration and approval.

138. STANDING ORDERS

Further to Minute 99 regarding Section 11 on the Standing Orders queries by Cllr Shrewsbury it was **resolved** that Cllr Shrewsbury would clarify to the Clerk next week.

139. TOWN COUNCIL WEBSITE

Further to Minute 100, confirmation of the reciprocal link with the Chamber of Trade was now working with a logo on the Chamber of Trades website. It was **resolved** that the website was now completed apart from the regular monthly updates to the site.

140. VEHICULAR ACCESS 1 YNYS TRE DEG, CWMTWRCH

Further to Minute 101, Cllr S Davies and Powys County Council Legal Department are looking into the vehicular access to 1 Ynys Tre Deg in Cwmtwrch. It was **resolved** that the Clerk would report back once she was in receipt of further information.

141. SMALL GRANTS 2025/26 – PRESENTATION CEREMONY

Further in Minute 102, the Clerk has reported that the Presentation Ceremony for the Small Grants went very well and the Town Council has received positive feedback on the assistance it has given to so many organisations this year. It was **resolved** that the cost of the photographer was preserved by Cllr Millington kindly taking photographs at the event.

142. CANOLFAN CLOSURE PLANS

Further to Minute 103, the clerk has confirmed that a meeting took place on October 30th to discuss closure plans further and a report was presented to the council for information. It was **resolved** that a further meeting on the closure would be arranged.

143. DISCOVER YSTRADGYNLAIS AND CHRISTMAS LIGHT EVENT 2025

Further to Minute 104, the Clerk advised that we are able to have a stall at the event and would look for volunteers to help at the event. It was **resolved** that the Clerk would email all Councillors to recruit volunteers for the event.

144. YNYSCEDWYN ROAD – NOISE DISTURBANCE

Further to Minute 106, the Clerk and representatives of the Welfare Grounds Association and the Ystradgynlais RFC are continuing to look into the queries it was **resolved** that the Clerk would report back once all queries have been looked into.

145. YOUTH COUNCIL

Further to Minute 107, the Clerk has confirmed that the first meeting will be on 19th November at the Welfare Hall. The Lesser Hall would require payment for the event. It was **resolved** that the Town Council would pay the room hire charge for the event.

146. CHRISTMAS FREE CAR PARKING

Further to Minute 109, the Clerk has confirmed that the payment of £1,317.81 inc VAT for the 3 weekends in December would cover the 2 car parks. Cllr Millington has thanked the Town Council for the payment. It was **resolved** that the Clerk can complete and arrange the payment for the event with Powys County Council.

Cllr Millington would like to arrange temporary signs within the town promoting the free parking at an approximate cost of £200 for 6 it was **resolved** the Ystradgynlais Ward would like to pay for these from their ward budget.

147. FLOODING IN HEOL PHILIP/LYNDON

Further to Minute 111, the Facilities Manager has advised that he met with Powys Council and confirms it was a blocked drain and it is on his list to resolve. It was **resolved** that the Facilities Manager would keep Cllr S Daniels informed and would ensure this was followed up.

148. CONTRACTOR INVOICES

Further to Minute 112, It was **resolved** that continued monitoring of invoices would continue.

149. ASSET MANAGEMENT SOFTWARE

Further to Minute 113, the purchasing of the Asset Management Software has been completed, and a training session has been arranged for 26th November at 915am via zoom. It was **resolved** that the Clerk would remind all Councillors of the details and link for the training.

150. CONCLUSION OF THE AUDIT

Further to Minute 116, the discrepancy highlighted in the audit has been **resolved** as the items were placed incorrectly in a column giving the incorrect information.

151. COUNTY COUNCILLORS ATTENDANCE AT MEETINGS

Further to Minute 117, an invitation was sent by the Clerk and it was **resolved** that 4 County Councillors are in attendance in the Ordinary meeting.

152. OCTOBER PLANNING OBSERVATION

Further to Minute 118, the response to planning application 23/0019/FUL was submitted before the deadline to Powys County Council and our response was picked up by the media.

153. CODE OF CONDUCT TRAINING

Further to Minute 123, Powys County Council had offered Code of Conduct Training to Town Councils at a reduced rate. The Clerk has emailed and is awaiting an update on the training. Cllr W Thomas has advised there is free One Voice Wales training available until the end of the year. It was **resolved** that Cllr W Thomas would forward the email to the Clerk to send out to all Councillors.

154. SECTION 6 REPORT

Further to Minute 124, the Clerk and Cllr J Horrell attended the webinar regarding Section 6. It was **resolved** that a draft report would be presented to the Town Council at the December Ordinary Meeting.

155. OMBUDSMAN COMPLAINT

Further to Minute 125, it was **resolved** that the Ombudsman has reviewed the circumstances and consequently decided not to investigate further.

Cllr M Shrewsbury asked if Councillors of the Town Council have statutory powers within the Code of Conduct to look into the matter. Cllr W Thomas wished to remind all that the Code of Conduct relates to all Councillors.

156. WELFARE HALL BOUNDARY WALL

Further to Minute 126, the Facilities Manager reported that the wall has been removed and the fence is to be erected next week. It was **resolved** that the work is near to completion, that a saving of £2,900 has been achieved, and the legal documentation has been signed and registered with Land Registry and on the Deeds for future reference and releasing the Town Council of any future liability.

157. DPP HEADQUARTERS VISIT

Further to Minute 127, Cllr Millington attended the event and provided a report to the Town Council which was duly noted.

158. CLOSED ITEM – PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) The Town Council resolved that the public and press be excluded from the following item due to confidentiality of the matters under consideration.

FREEDOM OF INFORMATION REQUEST

Further to Minute 128, the Clerk sought advice from One Voice Wales on how to proceed and the information was released to the requester. It was **resolved** that the matter has been closed as no further communication from the requester has been received.

159. PAYMENT OF ACCOUNTS

Resolved that the accounts detailed in Appendix 1 be paid.

160. COUNTY COUNCILLORS PRESENTATION

County Councillors S Davies, H Williams, S McNicholas and S Williams attended the meeting and gave us an indepth report outlining the areas they are responsible for and what they have been working on recently.

They offered support, guidance and assistance to the Town Council to work together to resolve issues that the community and area are facing and look forward to attending further Town Council meetings.

The Town Council asked a variety of questions and issues relating to their respective Wards which was met with further assistance in the future to best serve the community.

The Town Council has thanked the County Councillors for their attendance and look forward to seeing them again for future collaboration.

The County Councillors left the meeting at 8pm

**161. TO CONSIDER AND APPROVE THE GRANT
INSTALLMENT 2025/26 TO THE ABERCRAVE MINERS
WELFARE HALL**

The Town Council received a request from the Abercrave Miners Welfare Hall with supporting documentation to consider the release of the £20,000 grant instalment for 2025/26. Cllr Millington queried the cash on hand level in the accounts which Cllr J Horrell advised is being looked into so that they can increase the flow in the future. Cllr W Thomas also advised that there may be grant opportunities and would advise Cllr J Horrell further on this. It was **resolved** that the £20,000 be released.

162. NOTICE OF MOTION – STAFF SALARIES

‘Notice of Motion proposed by Cllr A Williams and seconded by Cllr J Horrell. That this council authorises the monthly payment of staff salaries or basic hours based on their current rates to be paid on their

contracted pay day until either the next pay review, or termination of their employment.

It was **resolved** that the Town Council agreed that the Staff Salaries would be paid as per outlined motion.

163. NOTICE OF MOTION – EXPLORE THE COSTINGS OF EMPLOYING A HANDYPERSON

‘Notice of Motion – proposed by Cllr G Roberts and seconded by Cllr M Donnelly. That the Facilities Manager should explore the costs and practicalities of employing a handy person or persons to carry out maintenance and practical works on behalf of Ystradgynlais Town Council.’

The Facilities Manager advised that he was not in receipt of the costing for the position with Cllr G Roberts has motioned. The new Asset Management Software should in time give accurate information to help ascertain and identify future work areas that the position could cover. Currently he has had no access to financial records/budgets to compare and feed into the new system and would also need to look at the Health and Safety concerns and requirements.

Cllr M Allen identified that there could be implications on the Town Council for employing a Handyperson with respects to equipment and legal and legislative coverage which we need to fully explore.

Cllr R Millington reminded the Town Council that the Facilities Manager and the Clerk are only a few months in post and that this would give additional workload to them in terms of researching which he believed would be 6 months premature in consideration and discussion.

Cllr C Williams agreed with Cllr Millington that the new staff need more time to settle in their respective roles and that any spare funding should be placed on a Liaison Officer as per Option C or administration cover to support the new staff.

Cllr G Roberts would like to move forward on this over the coming months but the Facilities Manager indicated a full 12 month cycle on

the Asset Management Software would be most practical to be able to explore further.

It was **resolved** that:-

- a) Cllr M Donnelly would look at other councils and what that are doing and how they are covering the specific areas highlighted.
- b) Cllr A Williams advised to pass the motion and remove the time scale and represent once all the information was available and this was **resolved**.

164. TO CONSIDER THE ESTABLISHMENT OF A FINANCE AND GENERAL PURPOSES COMMITTEE

The Town Council discussed the establishment of further Committees;

Cllr W Thomas advised that the Management Committee has a wide remit areas they cover and if further committees are being considered to be established then a clear and concise remit needs to be in place before we establish them.

Cllr Millington suggested that the Clerk goes through the impending budget and items over the coming months and to look at this after April in the new financial year.

Cllr G Roberts suggested if there are more meetings that it would be good to have online access as the Councillors would have more flexibility to attend.

Cllr C Williams asked whether personnel is required to take minutes of all the meetings. Cllr R Millington advised that anyone can take minutes, only the Clerk has to call the meeting. The Facilities Manager advised we could record and use AI to take the minutes as an alternative.

It was **resolved** to place this as an agenda item in the future.

165. TO CONSIDER THE ORDINARY MEETING ON SECOND THURSDAYS TO BE RETURNED TO FIRST THURSDAY OF THE MONTH

This item was dismissed due to the item being passed under Minute 20 of the AGM.

It was **resolved** to look at the item at the next AGM or after 6 months of the last passed minute as per standing orders.

166. TO DISCUSS THE REPORT ON FISHERMANS WALK

The Town Council was presented with a report from Stephan Butcher regarding Fishermans Walk, Cllr G Roberts after discussions with the Clerk and departing Clerk, advised that the area was not the responsibility of the Town Council. It was **resolved** that the Clerk would contact Cllr S McNicholas with the report so that they can look in to the matter further with the residents.

167. CANOLFAN MEETING – 30TH OCTOBER 2025

Minutes were circulated to the Town Council giving a full insight into the proposed closure of the facility.

Cllr A Williams was disappointed with the Council's representation and community presence after the matters were discussed on social media platforms. There is the need to keep positive pressure on the issue to keep the facility open as it is a key part of the community.

Cllr R Millington confirmed that The Welfare is prepared to be the option of last resort should Powys CC close Canolfan with no other more suitable location being found. However, the Board of the Welfare believes the service is best delivered from Canolfan and would support it remaining there.

Following tonight's presentation from The Bloom Space Foundation any further meetings should extend an invitation for them to attend.

It was **resolved** that the Clerk would write to the respective persons to obtain a further update and progress on the situation.

168. TO CONSIDER AN AMAZON BUSINESS ACCOUNT

Currently the Town Council uses one supplier for equipment which can sometimes attract unnecessary delivery charges, where possible it is agreed to use local suppliers if items are available but should there be an urgent requirement or a need for an item not accessible locally or using our normal supplier the option to use an alternative would be advantageous.

It was **resolved** that a business account could be setup with Amazon and used sparingly. Cllrs G Roberts and Cllrs M Shrewsbury abstained on the matter.

169. PLAYGROUND INSPECTION TRAINING

The Facilities Manager produced a report on a training programme for playground inspections at a total cost of £1,095.00 which is split by the number of attendees, so the payment is attributed proportionately (i.e. if 10 delegates £109.50 each) plus £140 examination fee per candidate.

It was **resolved** that the Facilities Manager can proceed with the outlined training.

170. TO CONSIDER SUPPORTING BLODAU 10 YEAR ANNIVERSARY CELEBRATIONS

The Town Council discussed the 10 Year Anniversary of Blodau and it was **resolved** that:-

- a) The RFO to place finds in the budget to support the Anniversary Event.
- b) Consider asking Cllr L Evans if he would like to continue as a representative for the organisation as he has support in the past.
- c) The compost heap at the rear of the Welfare Hall to be removed by Blodau for use.

171. TO RECEIVE NOMINATIONS TO ATTEND THE SUSTAINABLE POWYS EVENT 20TH NOVEMBER 2025

Information was received regarding the Sustainable Powys Event 20th November 2025 at the Welfare Hall 7-9pm requesting nomination to attend from the Town Council.

It was **resolved** that Cllr M Shrewsbury, Cllr C Williams, Cllr G Roberts and Cllr J Horrell would attend the event.

172. TRANSFORMING TOWN GRANT APPLICATION

The Town Council received information from Cllr M Donnelly regarding available grants via Rhys Howells for cycle shelters, interactive information boards and electric bike recharging facilities.

It was **resolved** that Cllr M Donnelly would continue to research all available options and report back to the council.

CORRESPONDENCE

173. CONSULTATION ON CHANGES TO LOCAL GOVERNMENT ELECTION RULES IN WALES

The Town Council received information on a consultation paper on local government election rules in Wales. It was **resolved** that the Councillors would report back in the December meeting with points to put forward before the deadline on 6th January 2026.

174. CROSS BORDER HEALTH SERVICES

The Clerk supplied correspondence regarding the Cross Border Health Service which was duly noted by the Town Council.

175. TO CONSIDER A REQUEST FROM TAWNE DRAGONS RFC FOR FUNDING

The Town Council has received a request for funding support towards equipment and towards a tournament in Monaco.

It was **resolved** that the Clerk send Small Grant Application details for 2026/23 when available. Cllr W Thomas requested the details be sent

to him for further contact and other possible grant application considerations available.

176. YSTRADGYNLAIS TOWN SHOP FRONT

Correspondence has been received from a resident regarding the shop frontage on some shops in town.

It was **resolved** that:-

- a) The Clerk to respond to the resident on the matter
- b) To engage with Rhys Howells on possible grant funding for the shop frontages.

177. ONE VOICE WALES MEETING

Cllr J Horrell provided a report on the latest One Voice Wales meeting which was duly noted by the Town Council.

178. CLERKS REPORT

The Clerk provided a full progress report on meetings and items covered which was duly noted by the Town Council.

179. ARBORICULTURAL REPORT

The Town Council received a full arboricultural report for footpath Llys Ynyscedwyn to Wind Road Ystradgynlais which was duly noted.

180. CONSIDER FUNDING TOWARDS EISTEDDFOD CWM Tawe

The Town Council received a request from Eisteddfod Cwm Tawe for funding towards the event on Pontardawe in February 2026. It was **resolved** that the Chairman would arrange funding from his allowance.

181. FACILITIES MANAGER REPORT

The Facilities Manager provided a report for the Town Council to ascertain areas that require immediate attention and areas that can be resolved. Quotes have been received for some of the works which need to be built into the imminent budget.

182. PLANNING APPLICATIONS

There were no planning observations made in respect of applications received and considered by the Town Council.

183. MEMBERS AND OFFICERS REPORTS

183.1 Cllr C Williams report that Antur Cwm in the Community Centre is providing a good service to the community but there are no children from the Powys area.

183.2 Cllr R Millington advised that there are 2 trams left at GCRE at no cost and we have been offered one but it would need to be refurbished at our cost and it was suggested we take one for Diamond Park. Cllr W Thomas suggested we might place it as a memorial piece for the Late John Owens.

183.3 Cllr G Davies wished to ensure that the Christmas Lights in Glanrhyd would be lit this year and if there were any issues to report to the Clerk for contacting the relevant bodies to resolve.

183.4 Cllr W Thomas requested if advertising could be arranged throughout the community advising the Ystradgynlais Minor Injury Unit to ensure continued usage.

183.5 Cllr M Shrewsbury reported that:-

a) Completed Anti Racism Training

b) Is a representative of Your Party which may be changing names shortly.

Cllr W Thomas felt uncomfortable that political statements were being discussed at the meeting and should be refrained from in future.

183.6 Cllr A Williams reported that:-

a) Payment for condolence flowers for the departing Clerks late mother can be paid

b) Would like to remind all Councillors that we should be trying to work together in unity and that any issues can be discussed directly and openly with the Chairman to prevent items and hidden agendas being discussed in meetings making them longer than necessary. We owe it to our constituents to make decisions and move forward.

The meeting concluded at 10:00pm

Appendix 1

PAYMENT OF ACCOUNTS

13 November 2025

HM Customs and Excise	NI Employers Contrib November	938.03
Powys C C	Employer Pension Contrib November	1,882.10
One Voice Wales	Training Clerk Module 2	42.00
One Voice Wales	Training Clerk Module 6	42.00
Facilities Officer	Personal Protective Clothing	113.42
OVW	Training Module 25	40.00
One Voice Wales	Training Module 1	42.00
OVW	Training Module 4	42.00
Powys C C	Parks grass Cutting Maint 2025	4,352.00
Mathew Thomas	Parks, Paths Open Space maintenance	
	And water planters 3 Wards Summer 25	5,330.00
The ARB Team	Tree Report Path behind Llys Ynyscedwyn	280.00
Facilities Officer	Expenses/Mobile Aug to Oct Reimburse	35.35
PCC Car Parks	Use of Carparks Christmas period	1,098.18
Amazon/ Flags	Purchase Flags/ Safety Tape	37.48

Note :- Above payments exclude VAT

Signed

----- Chairman

----- Vice Chairman

**YSTRADGYNLAIS TOWN COUNCIL
CYNGOR TREF YSTRADGYNLAIS**

**Planning matters to be considered by the Town Council for the
month of November**

1.0 Applications granted consent

From information available on the Powys County Council website, the following applications the Town Council has been consulted upon have been granted approval.

25/1382/DIS	Bethania Chapel, Cwmphil Road, Lower Cwmtrwch	Discharge of Section 5 of planning approval 24/0246/FUL
25/1318/ADV	14 Commercial Street Ystradgynlais SA9 1HD	1 externally illuminated fascia sign, 1 externally illuminated projecting sign, 3 signs positioned on front door, 1 sign positioned on ATM, 2 internally illuminated posters inside shop front window and 1 vinyl community message
25/1315/HH	127 Station Road Ystradgynlais SA9 1PL	Construction of new access/driveway
25/1241/REM	Rosedene Caerbont, Abercrave SA9 1SW	Section 73 application to removal of conditions 5 (lighting plan) and 6 (biodiversity enhancement plan) of planning approval 23/1124/HH
25/0673/DIS	2 Bank Cottages Ystradgynlais SA9 1RY	Discharge of conditions 5 and 9 of planning permission 24/0909/HH
25/0475/FUL	Bethlehem Chapel Caerlan, Abercrave SA9 1SZ	Change of use and conversion of chapel to a residential unit

From information forwarded y Bannau Brycheiniog National Park Authority, the following application the Town Council has been consulted upon have been granted approval.

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**YSTRADGYNLAIS TOWN COUNCIL
CYNGOR TREF YSTRADGYNLAIS**

2.0 Applications refused consent.

From information available on the Powys County Council website, no applications the Town Council has been consulted upon have been refused approval.

25/1112/HH	89 Heol Twrch Lower Cwmtwrch SA9 2TE	Proposed two storey and rear extensions and single storey lean-to
25/0941/DIS	Plot at Former Playground Adjacent to North of Chrisgar, Glannant, Ystradgynlais	Discharge of conditions 10, 11, 12 and 13 of planning approval 20/1233/REM
24/1336/FUL	Plas Celyn Ystradgynlais SA9 1QB	Construction of a replacement dwelling and new detached garage, demolition of existing outbuildings and replacement of septic tank

From information forwarded y Bannau Brycheiniog National Park Authority, the following application the Town Council has been consulted upon have been refused approval.

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3.0 Applications for consideration

From information forwarded by Powys County Council the Town Council has been consulted upon and are requested to give consideration to the following applications:-

25/1341/FUL	Mr Elliot Antcliff 57 Cwmpfil Road Lower Cwmtwrch SA9 2QA	Demolition of existing dwelling and garage and erection of replacement dwelling and associated engineering work No Observations
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4.0 Miscellaneous

No matter to report