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Cofnodion cyfarfod y Pwyllgor Ynys Wen
7.00yh 02/09/2026
yn adeilad y Pafiliwn, Parc Mwd

Minutes of the Ynys Wen Committee
7.00pm 02/09/2026
at the Pavillion, Parc Mwd

Presennol
Cynghorwyr:

W Rogerson MBE (Cadeirydd) | G Browne MBE
M Swaine Williams | N Tuck
A Walker

Present
Councillors:

W Rogerson MBE (Chair) | G Browne MBE
M Swaine Williams | N Tuck
A Walker

Hefyd yn bresennol
A Jones Clerc

Also present
A Jones Clerk

1. **Croeso**
Croesawyd bawb i'r cyfarfod gan y Cadeirydd.

Welcome
Everyone was welcomed to the meeting by the Chair.

2. **Ymddiheuriadau**
Ni dderbyniwyd unrhyw ymddiheuriadau

Apologies
No apologies were received.

3. **Cofnodion y cyfarfod diwethaf 08/06/2026 a materion yn codi**
Nodwyd fod cofnodion y cyfarfod blaenorol wedi'u cymeradwyo gan y Cyngor Llawn ar 17/06/2026 cofnod 46/2627.

Mae unrhyw faterion yn codi wedi ei nodi ar y rhaglen ar gyfer y cyfarfod hwn.

Minutes of the last meeting 08/06/2026 and matters arising
The minutes of the previous meeting were noted as having been approved by Full Council on 17/06/2026 minute 46/2627.

Any matters arising have been included on the agenda for this meeting.

4. **Adroddiad gan yr Ymgymerwyr**
Nodwyd nad oedd yr ymgymerwyr angladdau yn bresennol yn y cyfarfod ac nad oeddent wedi cyflwyno na rhannu unrhyw adroddiadau cyn y cyfarfod.

Report from the Undertakers
It was noted that the undertakers did not attend the meeting and had not submitted or shared any reports in advance of the meeting.

5. **Cyfoeth Naturiol Cymru – Diweddariad ar waith cynnal Afon Cleifiog**
Hysbysodd y Clerc yr aelodau fod Cyfoeth Naturiol Cymru wedi darparu diweddariad yn cadarnhau bod gwaith cynnal a chadw i glirio chwyn yn Afon Cleifiog wedi'i drefnu ar gyfer canol mis Medi.

Natural Resources Wales – Afon Cleifiog Maintenance Update
The Clerk informed members that Natural Resources Wales had provided an update confirming that maintenance work of weed clearing on the Afon Cleifiog is scheduled for mid-September.

Cyfeirnod cymeradwyo ar gyfer y cofnodion hyn: 103/2627 (cyfarfod 16/09/2026
Approval reference for these minutes: 103/2627 (meeting of 16/09/2026)

6. **Carreg Goffa – diweddariad**

Hysbysodd y Clerc yr aelodau fod drafft o gynllun y garreg goffa, ynghyd â'r arysgrif arfaethedig, a baratowyd gan G. Roberts a'i Fab, wedi'i gylchredeg yn flaenorol.

Ystyriodd yr aelodau'r arysgrif ddrafft a chytunwyd i argymell y cynllun drafft i'r Cyngor Llawn i'w gymeradwyo, yn amodol ar ychwanegu dau atalnod llawn at y testun ar ran isaf y garreg.

Argymhelliad: Bod y Cyngor Llawn yn cymeradwyo'r dyluniad drafft a geiriad yr arysgrif ar y garreg goffa.
Cyn/Eil: GB/MSW
Cytunwyd yn unfrydol

Cytunwyd ymhellach y byddai'r Clerc yn cysylltu â'r ymgymerwyr angladdau i holi pa liw fyddai'r opsiwn mwyaf gwydn ar gyfer llythrennu'r arysgrif.

Memorial Stone – update

The Clerk advised members that a draft design with proposed inscription of the memorial stone, prepared by G. Roberts & Son, had previously been circulated.

Members considered the draft inscription and agreed to recommend the draft design to Full Council for approval, subject to the addition of two full stops to the text on the lower/under slab section.

Recommendation: That Full Council approve the draft design and inscription for the memorial stone.
Prop/Sec: GB/MSW
Agreed unanimously

It was further agreed that the Clerk would make enquiries with the undertakers regarding the most durable colour option for the inscription lettering.

7. Gardd Goffa – diweddariad

Nododd y Clerc nad oedd dyfynbris wedi'i dderbyn hyd yma ar gyfer y gwaith. Cytunwyd i geisio dyfynbrisiau gan gontractwyr eraill. Trafodwyd hefyd gwrs ICCM ynghylch sefydlu a rheoli Gerddi Coffa fel cymorth posibl wrth ddatblygu'r cynllun. Cytunwyd i geisio rhagor o ddyfynbrisiau cyn bwrw ymlaen.

Remembrance Garden – update

The Clerk noted that a quotation for the work had not yet been received. It was agreed to seek quotations from other contractors. The ICCM course on establishing and managing Gardens of Remembrance was also discussed as a potential aid in developing the scheme. It was agreed to obtain further quotations before proceeding.

8. **Cyllid Ynys Wen ar 31/08/2026**

Cysoni banc ar 31/08/2026

Ynys Wen Charitable Account	£5,267.00
Ynys Wen Reserves	£10,204.10

Cyflwynodd y Clerc wybodaeth fonitro cyllid Ynys Wen hyd at 31 Awst 2026, gan gynnwys trosolwg cyllideb Mis 5 a chysoniad incwm y fynwent. Aeth yr aelodau drwy'r penawdau incwm a gwaraint a nododd yr aelodau fod y sefyllfa ariannol yn parhau'n gadarn, gyda gwariant o fewn y gyllideb ac incwm ffioedd claddedigaethau o £5,267 eisoes yn fwy na'r gyllideb flynyddol o £1,978 gan £3,289.

Hysbysodd y Clerc yr aelodau fod balans Cyfrif Elusennol Ynys Wen yn sefyll ar £5,267 ac nad yw'r cyfrif hwn yn ennill llog ar hyn o bryd. Argymhellwyd trosglwyddo mwyafrif y balans i Gyfrif Cronfeydd Wrth Gefn Ynys Wen, sef cronfa glustnodedig ar gyfer y fynwent, er mwyn i'r arian ennill llog tra'n

Ynys Wen Finance at 31/08/2026

Bank reconciliation at 31/08/2026

Ynys Wen Charitable Account	£5,267.00
Ynys Wen Reserves	£10,204.14

The Clerk presented the Ynys Wen financial monitoring information to 31 August 2026, including the Month 5 budget overview and cemetery income reconciliation. Members reviewed the Month 5 income and expenditure and noted that the financial position remains positive, with expenditure currently below budget and burial fee income of £5,267 already exceeding the annual budget of £1,978 by £3,289.

The Clerk advised that the balance of the Ynys Wen Charitable Account stands at £5,267 and currently earns no interest. It was recommended that the majority of these funds be transferred to

parhau i gael ei neilltuo'n benodol ar gyfer gwariant Ynys Wen.

Nododd yr aelodau'r wybodaeth ariannol a gyflwynwyd.

Argymhelliad: Trosglwyddo £5,000 o Gyfrif Elusennol Ynys Wen i Gyfrif Cronfeydd Wrth Gefn Ynys Wen. Bydd hyn yn galluogi'r arian i ennill llog am weddill y flwyddyn ariannol, gan sicrhau ar yr un pryd fod yr holl arian yn parhau'n glustnodedig ar gyfer gwariant Mynwent Ynys Wen yn unig.
Cyn/Eil: GB/MSW
Cytunwyd yn unfrydol

Cyflwynodd y Clerc grynodeb o'r claddedigaethau a gofnodwyd hyd yma yn ystod y flwyddyn ariannol gyfredol, ynghyd â ffigurau cymharol o flynyddoedd blaenorol. Nododd yr aelodau'r wybodaeth a gyflwynwyd a'r amrywiad hanesyddol yn nifer y claddedigaethau.

9. **Adolygu Ffioedd Claddu 2027/2028**

Cyflwynodd y Clerc adolygiad o ffioedd claddu Ynys Wen ar gyfer 2027/28 ac atgoffodd yr aelodau fod y ffioedd presennol wedi bod yn destun cynnydd sylweddol ar gyfer 2026/27. Rhoddwyd manylion i'r aelodau o'r strwythur ffioedd presennol ac effaith cynnydd o 3% a 5% ar y gwahanol ffioedd claddu.

Hysbysodd y Clerc yr aelodau mai'r gyfradd chwyddiant ddiweddaraf a gyhoeddwyd gan y Swyddfa Ystadegau Gwladol oedd 2.9%, a bod y gyfradd hon wedi'i defnyddio fel sail i'r cynnydd o 3% a argymhellwyd. Trafododd yr aelodau'r cynnydd arfaethedig yn y ffioedd ac ystyriwyd ei effaith ar ddefnyddwyr y gwasanaeth.

Nododd yr aelodau nad oedd y ffi am garreg fedd y tu allan i'r gymuned wedi'i chynyddu yn unol â'r strwythur ffioedd ehangach a fabwysiadwyd ar gyfer 2026/27, lle'r oedd ffioedd y tu allan i'r gymuned yn gyffredinol wedi'u gosod ar ddwbl y gyfradd o fewn y gymuned.

Yn dilyn trafodaeth, cytunodd yr aelodau fod cynnydd o 3% yn briodol ar gyfer 2027/28, gan nodi'r cynnydd sylweddol a weithredwyd yn y flwyddyn flaenorol.

the Ynys Wen Reserves Account, a ring-fenced reserve for cemetery purposes, allowing the balance to earn interest while remaining dedicated to Ynys Wen expenditure.

Members noted the financial information presented.

Recommendation: To transfer £5,000 from the Ynys Wen Charitable Account to the Ynys Wen Reserves Account. This will enable the funds to earn interest for the remainder of the financial year whilst ensuring all monies remain ring-fenced for Ynys Wen Cemetery expenditure.
Prop/Sec: GB/MSW
Agreed unanimously

The Clerk also presented a summary of burials recorded during the current financial year to date, together with comparative figures from previous years. Members noted the information provided and the historical variation in burial numbers.

Review of Burial Fees for 2027/2028

The Clerk presented a review of the Ynys Wen burial fees for 2027/28 and reminded members that the current fees had been subject to significant increases for 2026/27. Members were provided with details of the current fee structure and the impact that both a 3% and 5% increase would have on the various burial charges.

The Clerk advised that the latest inflation rate published by the Office for National Statistics was 2.9% and that this had been used as the basis for the recommended 3% increase. Members discussed the proposed fee increases and considered their impact on service users.

Members noted that the out-of-parish memorial stone fee had not been increased in line with the wider fee structure adopted for 2026/27, whereby out-of-parish fees were generally set at twice the in-parish rate.

Following discussion, members agreed that a 3% increase was appropriate for 2027/28, noting the substantial increases implemented in the previous year.

Recommendation: To recommend to Full Council that Ynys Wen burial fees for 2027/28 be increased by 3%.

Argymhelliad: Argymell i'r Cyngor Llawn fabwysiadu cynnydd o 3% yn ffioedd claddu Ynys Wen ar gyfer 2027/28.
Cyn/Eil: AW/MSW
Cytunwyd yn unfrydol

Prop/Sec: AW/MSW
Agreed unanimously

10. **Gofynion Cyllidebol 2027/2028**

Trafododd yr Aelodau ofynion cyllideb y Fynwent ar gyfer 2027/2028 wrth baratoi ar gyfer proses gosod cyllideb y Cyngor.

Trafodwyd yr angen posibl am waith i docio'r coed helyg ym mlaen y Fynwent fel yr unig wariant ychwanegol a nodwyd ar hyn o bryd ar gyfer cyllideb 2027/2028. Cytunwyd y byddai'r Clerc yn cael dyfynbrisiau ar gyfer y gwaith er mwyn gallu ystyried y costau fel rhan o'r broses o osod y gyllideb.

Nodwyd hefyd y bydd y contract torri gwair yn cael ei ail dendro yn ystod 2027/2028 ac y gallai hyn gael effaith ar gostau cynnal a chadw'r tir yn y dyfodol.

Cytunwyd i gadw'r penawdau cyllideb presennol a chaniatáu ar gyfer y cynnydd chwyddiant arferol, gan ystyried cost y gwaith i'r coed helyg ar ôl derbyn y dyfynbrisiau.
Cyn/Eil: MSW/AW
Cytunwyd yn unfrydol.

2027/2028 Budget Requirements

Members discussed the Cemetery budget requirements for 2027/2028 in preparation for the Council's budget-setting process.

The potential need for works to trim the willow trees at the front of the Cemetery was discussed as the only additional expenditure currently identified for the 2027/2028 budget. It was agreed that the Clerk would obtain quotations for the work to enable consideration of the costs as part of the budget-setting process.

It was noted that the grass-cutting contract will be retendered in 2027/2028, which may impact future grounds maintenance costs.

It was agreed to maintain the existing budget headings and allow for the usual inflationary increase, with provision to consider the cost of the willow tree works once quotations have been received.
Prop/Sec: MSW/AW
Resolved unanimously

11. Adolygu Canllawiau'r Fynwent

Nododd yr Aelodau fod angen adolygu canllawiau'r fynwent fel rhan o'r adolygiad blynyddol. Awgrymwyd, pe bai'r Cyngor yn bwrw ymlaen ag aelodaeth o'r Sefydliad Rheoli Mynwentydd ac Amlosgfeydd (ICCM), y dylid ceisio cyngor ac arweiniad pellach gan yr ICCM cyn gwneud unrhyw ddiwygiadau i'r canllawiau.

Cytunwyd, pe bai'r Cyngor Llawn yn cymeradwyo aelodaeth o'r ICCM yn ei gyfarfod nesaf, y byddai'r Cyngor yn ceisio cyngor ac arweiniad gan y sefydliad ac, os byddai angen, y cynhelir cyfarfod pellach o Bwyllgor Ynys Wen i adolygu canllawiau'r fynwent.

Ni chynigiwyd unrhyw ddiwygiadau brys i'r canllawiau presennol gan yr Aelodau.

Review of Cemetery Guidelines

Members noted that the cemetery guidelines were due for their annual review. It was suggested that, should the Council proceed with membership of the Institute of Cemetery and Crematorium Management (ICCM), further advice and guidance should be sought from the ICCM before any amendments are made to the guidelines.

It was agreed that, should Full Council approve membership of the ICCM at its next meeting, advice and guidance would be obtained from the organisation and, if required, a further meeting of the Ynys Wen Committee would be convened to review the cemetery guidelines.

Members did not propose any urgent amendments to the current guidelines.

12. Unrhyw fater arall

a. ICCM (Sefydliad Rheoli Mynwentydd ac Amlosgfeydd)

Hysbysodd y Clerc yr Aelodau fod y cynnig hwn wedi'i ystyried yn flaenorol. Yn dilyn ymholiadau pellach, cadarnhawyd bod cost aelodaeth o'r ICCM yn £110 y flwyddyn ac y byddai'n darparu mynediad at gymorth arbenigol ym maes rheoli mynwentydd, cyngor proffesiynol a hyfforddiant gostyngedig. Cytunodd yr Aelodau y byddai aelodaeth yn fuddiol i wasanaeth mynwent y Cyngor.

Argymhelliad: Ymuno â'r ICCM am gost o £110 y flwyddyn o'r Gyllideb Aelodaeth a chymeradwyo presenoldeb y Clerc ar gyrsiau'r ICCM, sef Rheoli Mynwentydd ar gyfer Clercod Cynghorau Tref a Chymuned am gost o £160 a Sefydlu a Rheoli Gerddi Coffa am gost o £105, i'w hariannu o'r Gyllideb Hyfforddiant.
Cyn/Eil: MSW/NT
Cytunwyd yn unfrydol

b. Adroddiad Bioamrywiaeth OVW

Hysbysodd y Clerc yr Aelodau fod yr adroddiad bioamrywiaeth a baratowyd gan Sam Langdon, Swyddog Bioamrywiaeth, Un Llais Cymru, wedi'i dderbyn. Rhoddodd y Clerc grynodeb o'r canfyddiadau yn ymwneud ag Ynys Wen, gan gynnwys argymhellion ar gyfer plannu rhywogaethau brodorol a chyngor ar fesurau i helpu i leihau dŵr wyneb.

Cynghorodd y Clerc ymhellach y bydd swyddog o Cadwch Gymru'n Daclus yn ymweld â Pharc Mwd yn gynnar mis Hydref i osod tyweirch blodau gwyllt. Bydd y Clerc yn manteisio ar y cyfle hwn i geisio rhagor o gyngor ar fesurau i helpu i leihau dŵr wyneb yn Ynys Wen.

c. Asesiad Risg Blynyddol

Hysbysodd y Clerc yr Aelodau fod Asesiad Risg Blynyddol y Cyngor ar gyfer y fynwent i'w gwblhau erbyn diwedd mis Hydref. Bydd y Cadeirydd yn trefnu i'r asesiad gael ei gynnal gydag aelodau eraill o'r Pwyllgor. Bydd y Clerc yn darparu'r dogfennau perthnasol cyn yr adolygiad.

Bydd unrhyw ganfyddiadau neu argymhellion sylweddol sy'n deillio o'r asesiad yn cael eu hadrodd i'r Cyngor Llawn, os bydd angen.

d. Gwasanaeth Coffa

Any other business

a. ICCM (Institute of Cemetery and Crematorium Management)

Members were informed that this proposal had been considered previously. Further enquiries confirmed that ICCM membership costs £110 per annum and would provide access to specialist cemetery management support, professional advice and discounted training. Members agreed that membership would be beneficial to the Council's cemetery service.

Recommendation: To join the ICCM at a cost of £110 per annum from the Membership Budget and to approve attendance by the Clerk at the ICCM courses Cemetery Management for Parish and Town Clerks at a cost of £160 and Establishing and Managing Gardens of Remembrance at a cost of £105, funded from the Training Budget.
Prop/Sec: MSW/NT
Agreed unanimously

b. OVW Biodiversity Report

The Clerk informed Members that the biodiversity report prepared by Sam Langdon, Biodiversity Officer, One Voice Wales, had been received. The Clerk summarised the findings relating to Ynys Wen, including recommendations on the planting of native species and advice on measures to help reduce surface water.

The Clerk further advised that an officer from Keep Wales Tidy will be visiting Parc Mwd in early October to undertake wildflower turf laying. The Clerk will take this opportunity to seek further advice on measures to help reduce surface water at Ynys Wen.

c. Annual Risk Assessment

The Clerk informed Members that the Council's Annual Risk Assessment of the cemetery is due to be completed by the end of October. The Chair will arrange for the assessment to be undertaken with other members of the Committee. The Clerk will provide the relevant documentation in advance of the review.

Any significant findings or recommendations arising from the assessment will be reported to Full Council, if required.

Hysbysodd y Cadeirydd yr Aelodau fod yr RAF wedi cysylltu i ofyn am fanylion y Gwasanaeth Coffa, ac mae'r wybodaeth bellach wedi'i darparu.

Cytunodd yr Aelodau i argymell i'r Cyngor Llawn y dylid prynu dwy dorch ar gyfer y Gwasanaethau Coffa yn Ynys Wen ac Ysgol Gynradd y Fali. Cytunwyd hefyd i argymell rhodd o £75 i'r Lleng Brydeinig Frenhinol.

Argymhelliad: Prynu dwy dorch ar gyfer y Gwasanaethau Coffa yn Ynys Wen ac Ysgol Gynradd y Fali, a rhoi rhodd o £75 i'r Lleng Brydeinig Frenhinol.
Cyn/Eil: GB/MSW
Cytunwyd yn unfrydol

e. Camddefnyddio'r Bin Gwastraff yn Ynys Wen
Trafododd yr Aelodau bryderon ynghylch camddefnyddio'r bin gwastraff yn Ynys Wen, gyda phryderon ei fod yn cael ei ddefnyddio i waredu gwastraff cartref.

Ystyriodd yr Aelodau nifer o opsiynau i helpu i fynd i'r afael â'r mater, gan gynnwys symud y bin i leoliad llai amlwg, adolygu maint y bin, archwilio a oes biniau o liwiau eraill ar gael, a gwneud ymholiadau gyda'r Cyngor Sir ynghylch darparu gwasanaeth casglu gwastraff gardd ar gyfer y fynwent.

Cytunodd yr Aelodau fod camddefnydd o gyfleusterau gwastraff y Cyngor yn achos pryder.

Gweithred: Y Clerc i wneud ymholiadau pellach ynghylch yr opsiynau a drafodwyd ac adrodd yn ôl i gyfarfod yn y dyfodol.

Penderfynwyd: Nodi'r pryderon ynghylch camddefnyddio'r bin gwastraff yn Ynys Wen, cadw'r mater dan adolygiad, a gofyn i'r Clerc ymchwilio i opsiynau posibl ac adrodd yn ôl i'r Aelodau.

d. <u>Service of Remembrance</u>
The Chair informed Members that the RAF had been in contact requesting details of the Service of Remembrance, which have now been provided.

Members agreed to recommend to Full Council that two wreaths be purchased for the Services of Remembrance at Ynys Wen and Ysgol Gynradd y Fali. Members also agreed to recommend a donation of £75 to the Royal British Legion.

Recommendation: To purchase two wreaths for the Services of Remembrance at Ynys Wen and Ysgol Gynradd y Fali, and to donate £75 to the Royal British Legion.
Prop/Sec: GB/MSW
Agreed Unanimously

e. Misuse of Waste Bin at Ynys Wen
Members discussed concerns regarding the misuse of the waste bin at Ynys Wen, with reports that it is being used for the disposal of household waste.

Members considered several options to help address the issue, including relocating the bin to a less visible location, reviewing the size of the bin, exploring whether alternative coloured bins are available, and making enquiries with the County Council regarding the provision of a garden waste collection service for the cemetery.

Members agreed that the misuse of the Council's waste facilities is a concern.

Action: The Clerk to make further enquiries regarding the options discussed and report back to a future meeting.

Resolved: To note the concerns regarding the misuse of the waste bin at Ynys Wen, keep the matter under review, and for the Clerk to investigate potential options and report back to Members.

Daeth y cyfarfod i ben am 8.17yh

The meeting ended at 8.17pm

Crynodeb o’r argymhellion i’r Cyngor Llawn

Mae’r Pwyllgor yn argymell bod y Cyngor Llawn:

1. Cymeradwyo cofnodion cyfarfod Pwyllgor Ynys Wen a gynhaliwyd ar 2 Medi 2026.
2. Cymeradwyo'r dyluniad drafft a geiriad yr arysgrif ar y garreg goffa.
3. Cymeradwyo trosglwyddo £5,000 o Gyfrif Elusennol Ynys Wen i Gyfrif Cronfeydd Wrth Gefn Ynys Wen. Bydd hyn yn galluogi'r arian i ennill llog am weddill y flwyddyn ariannol, gan sicrhau ar yr un pryd fod yr holl arian yn parhau wedi'i glustnodi ar gyfer gwariant Mynwent Ynys Wen yn unig.
4. Cymeradwyo cynnydd o 3% yn ffioedd claddu Ynys Wen ar gyfer 2027/28.
5. Cymeradwyo ymuno â'r ICCM am gost o £110 y flwyddyn, i'w hariannu o'r Gyllideb Aelodaeth, a chymeradwyo presenoldeb y Clerc ar gyrsiau'r ICCM, sef Rheoli Mynwentydd ar gyfer Clercod Cynghorau Tref a Chymuned (£160) a Sefydlu a Rheoli Gerddi Coffa (£105), i'w hariannu o'r Gyllideb Hyfforddiant.
6. Cymeradwyo prynu dwy dorch ar gyfer y Gwasanaethau Coffa yn Ynys Wen ac Ysgol Gynradd y Fali, a rhoi rhodd o £75 i'r Lleng Brydeinig Frenhinol.

Summary of recommendations to Full Council

The Committee recommends that Full Council:

1. Approve the minutes of the Ynys Wen Committee meeting dated 2 September 2026.
2. Approve the draft design and inscription for the memorial stone.
3. Resolve to transfer £5,000 from the Ynys Wen Charitable Account to the Ynys Wen Reserves Account. This will enable the funds to earn interest for the remainder of the financial year whilst ensuring all monies remain ring-fenced for Ynys Wen Cemetery expenditure.
4. Resolve to increase the Ynys Wen burial fees for 2027/28 by 3%.
5. Approve joining the ICCM at a cost of £110 per annum, funded from the Membership Budget, and approve attendance by the Clerk at the ICCM courses Cemetery Management for Parish and Town Clerks (£160) and Establishing and Managing Gardens of Remembrance (£105), funded from the Training Budget.
6. Approve the purchase of two wreaths for the Services of Remembrance at Ynys Wen and Ysgol Gynradd y Fali, and a donation of £75 to the Royal British Legion.