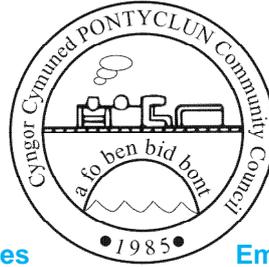


Cyngor Cymuned Pontyclun Community Council

Clerc - Catherine Craven
Swyddfa Cyngor Cymuned
Canolfan Gymunedol Pontyclun
Heol yr Orsaf
Pontyclun
CF72 9EE



Clerc - Catherine Craven
Community Council Office
Pontyclun Community Centre
Heol yr Orsaf
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E-bost: clerk@pontyclun-cc.gov.wales
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A G E N D A

The September monthly meeting of the Pontyclun Community Council will be held in Café 50 at Pontyclun Community Centre, Heol yr Orsaf, Pontyclun on **Wednesday 21 September at 7.00 pm**.

15 September, 2016


Catherine Craven
Clerk to the Council

- 1 To receive apologies for absence in accordance with the Local Government Act 1972, Section 85 (1)
- 2 Disclosure of personal and pecuniary interest in items of business listed below in accordance with the Code of Conduct.
 - (i) Members are requested to identify the item number and subject that their interest relates to and signify the nature of the personal interest: and
 - (ii) Where Members withdraw from a meeting as a consequence of the disclosure of prejudicial interest they **must** notify the Chairman when they leave.
- 3 The Council was sorry to hear of the passing of Councillor Gordon Norman last month and sends its heartfelt sympathy and condolences to his family.
The Council would like to acknowledge Councillor Gordon Norman's dedication and long service as a Member of this Council and his community.
A minute silence to remember Councillor Gordon Norman to be observed.
- 4 **Matters raised by residents/guests**

None received
- 5 **Reports and presentations from others**

To confirm the minutes of the Council's 15 July, 2016 Monthly meeting as an accurate record. Appendix 1
- 6 **Reporting on Actions from previous meetings – Action Table** Appendix 2
 - i Action 378 – new e-mail address for Council is **clerk@pontyclun-cc.gov.wales**

- 7 Report and recommendations from Working Groups/Meetings attended by Council Representative**
- i** Progress with marketing initiative for Café 50
Report by Tracey Gifford, Marketing Officer Appendix 3
 - ii** Steering Group Meeting recommendations from its 7 July 2016 meeting Appendix 4
 - a** Council to purchase seating on the grassed area outside of Café 50 Appendix 5
 - b** Clerks report following security advice from Victoria Cannon, Full Stop Law. Appendix 6
 - iii** Community Consultation Event 28 September 2016
Including invitation to Peter Doyle from Virgin Media to discuss -
Brining Ultra Fast Broadband to Pontyclun Appendix 7
 - iv** To receive the notes from the Celebration of the Christmas Lights meeting held on
the 8 September 2016 Appendix 8
 - v** To receive feedback from the meeting with Pontyclun Community Centre
Management Group
- 8 Report and recommendations from Clerk**
- i** To consider Clerks Appendix 9 a
Report on Audit for year end 31 March 2016
and to note the two thematic areas for review at all councils. Appendix 9 b
1. arrangements for management of payroll;
2. adoption of Code of Conduct for members

To complete and return Members Interest form to Clerk – not all Members have
completed the necessary form. Clerk has enclosed a blank form for those still
outstanding. Please return at (or before) this meeting
 - ii** To approve the payment of creditors for the months of Appendix
July and 10
August 2016 11
 - iii** To approve the budget monitoring reports as shown Appendix 12
 - iv** Review of Reserves held by this Council and the Ear mark Reserves and Special
 - v** Project assigned for the 2016/17 financial year. Appendix 13
To consider response to the planning applications
 - vi** To receive Clerks Appendix 14
Report from ACTION 459 – Object to style of fencing used in application
16/0636/10 Land South of Nant Coslech, Groes Faen
 - vi** To receive feedback on Clerk appraisal from Chair with one recommendation -
'Award annual increment from scale 29 to scale 30 effective from 1 April 2016.

vii	To receive Clerks Report on Casual Vacancy in Cefn yr Hendy Ward with one Decision required from the Council The Council must decide (i) instruct Rhondda Cynon Taff County Borough Council to issue polling cards to be delivered to the electors in the Cefn yr Hendy Ward at an estimated cost of £1,500 OR (ii) Do its own publicity for the election	Appendix 15
viii	To received Clerks Report on advice from Internal Auditor on spending powers of Council	Appendix 16
viii	To receive Clerks Report on Flooring at Café 50 with one recommendation 'Pontyclun Community Council agrees to replace the flooring in the dining and lounge areas of Café 50.at an estimated costs of £2,500'.	Appendix 17
ix	To receive Clerks Report on Cleaning Café 50 and note arrangements in place	Appendix 18
x	To receive correspondence from the Treasurer of Llantrisant and District 50+ Forum requesting this Council to support the Discount Card scheme.	Appendix18 a
xi	To receive Clerks Report on Rubbish Bin Storage at Pontyclun Park with one recommendation - Pontyclun Community Council agree to purchase (i) galvanised shed costing £2,152 plus VAT (ii) materials for footings of shed £25 to safely store the rubbish collected at Pontyclun Park	Appendix 19
xii	To receive Clerks Report on Actions 433 431 430 429 on footpath seating, orchard and raised beds at Pontyclun park.	Appendix 20
xiii	To receive Clerks Report on Boundary Fence with neighbouring property	Appendix 21
xiv	To receive Clerks Report on replacing tarmac in MUGA area at Pontyclun Park	Appendix 22
xv	To receive Clerks report on Action 462 Submit an insurance claim for damaged play equipment	Appendix 23

- Appendix 24
- xvi** To receive Clerks
 Report on Footbridge over Nant Dyfrgi and its three recommendations
 That Pontyclun Community Council agree
 (i) for the existing footbridge to remain closed and make a further decision on replacing once the footpath diversion order has been completed.
 (ii) to agree to the proposed diversion plan for ANT 341 as shown on the map - appendix 1
 (iii) notes the expenditure incurred by the Clerk on behalf of the Council of £227.50 plus VAT of £45.50 totalling £273.00 for the building survey and report undertaken by Ball & Co. in accordance with 3.4 of its Financial Regulations.
- xvii** To receive Clerks
 Report on Diseased Tree in Car Park Appendix 25
- xviii** To decide on grant application from
- a** Vocelle Ladies Choral Group Appendix 26
 - b** Friends of RCT Community Band Appendix 27
 - c** Pontyclun WI Appendix 28
 - d** Merched y Wawr Appendix 29
- xix** To note the letter from Arriva Trains Wales travel vouchers totalling £300 of to share with volunteers of the Adopt a Station scheme. Appendix 30
- xx** To appoint Minor Authority governor on YGGG Llantrisant's governing body
- xxi** To note an update from the Older People's Commissioner for Wales which can be accessed by clicking on the links below
http://www.olderpeoplewales.com/en/Publications/pub-story/16-08-09/Summer_2016_Newsletter.aspx
Hard copies available form office on request
- xxii** To note correspondence and information from the Future Generations Commissioner which can be accessed by clicking on the links below:
 (1) A letter to the Rt Hon Carwyn Jones AM, First Minister, regarding *the development of the Welsh Government's programme*(2) A letter to Ken Skates AM, Cabinet Secretary for Economy and Infrastructure regarding *the M4 Relief Road*
 You may also be interested to read the recent press release from the office of the Future Generations Commissioner on the *long term plans within Welsh Government essential to improve lives in Wales.*
Hard copies available form office on request
- xxiii** To note information through One Voice Wales on Advice to Community and Town Councils on Working with Young People Appendix 31

- xxiv** To note letter from the newly appointed Chair of Rhondda Cynon Taff/Merthyr and Caerphilly Area Committee Appendix 32
- xxv** To note One Voice Wales AGM Motions 2016 Appendix 33
- xxvi** To note One Voice Wales Conference Saturday 1st October 2016 Appendix 34
- xxvii** To consider a response to the Wales Audit Office's proposals for fee rates and scales. Please see link Appendix 35
http://audit.wales/sites/default/files/download_documents/fee-scales-consultation-english.pdf
Hard copies available form office on request
- xxviii** To consider nominations to attend training courses offered by One Voice Wales and Planning Aid Wales Appendix 36
- xxix** To consider a response to the request -
'The Welsh Government is working on restructuring Planning Policy Wales so it fully considers and promotes the well-being goals set out in the Well-being of Future Generations (Wales) Act 2015. As part of this work we are seeking opinions from anyone who uses PPW on its appearance, presentation and structure.
A short online questionnaire is available until Friday 30th September and we will use the feedback to help shape future editions of Planning Policy Wales'.
<https://www.surveymonkey.co.uk/r/Z9YR5JP>
- xxx** To receive correspondence from the Boundary Commission for Wales regarding the publication of its Initial Proposals for change to Parliamentary constituencies in Wales. Appendix 36a
- xxxi** To consider nominations to attend the Pontyclun Bosom Pals Celebration Day on Saturday 1 October 2016. Appendix 37
- 9 Notices of Motion from Councillors**
- i** Councillors Ann Bennett, Margaret Griffiths, Paul Griffiths, and Janis Jones. Appendix 38
 Special Motion proposed under Standing Order 11 (a)
'Pontyclun Community Council is proud of its achievement in maintaining Café 50 since 2013. Working with the community of Pontyclun, volunteers and local businesses, the Council has developed a remarkable service for older residents of Pontyclun which has been commended by Pontyclun residents, the Welsh Government and other community councils throughout Wales. Café 50 provides over 100 meals a week and engages over 200 older people in a wide range of much valued sociable activities which are crucial to promoting independence and quality of life for older residents of our community. The Community Council is pleased to provide the necessary administrative support to Café 50 and is committed to continuing this as an integral part of its role in supporting the community of Pontyclun. The Council has no intention of requiring that a private body takes responsibility for administering Café 50'.

Standing Order 11 Rescission of previous resolutions

a) A resolution (whether affirmative or negative) of the Council shall not be reversed within 6 months except either by a special motion, the written notice whereof bears the names of at least 3 councillors of the Council, or by a motion moved in pursuance of the report or recommendation of a Committee.

10 Questions from Councillors

Councillor Ken Forsdyke

Appendix 39

1.How many keys to Cafe 50 have been issued and to whom?

2.Do the key holders sign a declaration of responsibility for the keys and their use?

Councillor Brendan O'Reilley

To record the thanks of the community council to Councillor Gordon Norman for his many years of service to the council and to the community and to send our condolences to Councillor Norman's family.

11 Matters of discussion but not decision

None received

PONTYCLUN COMMUNITY COUNCIL

APOLOGY FOR ABSENCE

COUNCIL MEETING

Wednesday 21 September 2016

REASON FOR ABSENCE (*see note*)

Guidance Note

It is the policy of the Council that members unable to attend meetings should submit an apology in writing by completing this form. Whenever possible the form should be handed to the Clerk of the Council before the start of the meeting.

Members are also asked, although there is no requirement to do so, to indicate a reason for non-attendance.

Failure to attend any meeting of the Council for a continuous period of six months will render a member unable to continue in office unless their absence was due to some reason approved by the Council before the expiry of six months since the date of the last meeting attended.

Name: (*please print*)

Signed:

Date: