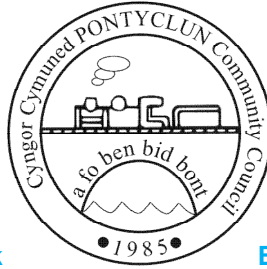


# Cyngor Cymuned Pontyclun Community Council

Clerc - Catherine Craven  
Swyddfa Cyngor Cymuned  
Canolfan Gymunedol Pontyclun  
Heol yr Orsaf  
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## A G E N D A

The December monthly meeting of the Pontyclun Community Council will be held in the Committee Room at Pontyclun Community Centre, Heol yr Orsaf, Pontyclun on **Wednesday 16 December, 2015 at 7.00 pm.**

  
Catherine Craven  
Clerk to the Council

11 December, 2015

- 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 To consider passing the following resolution:  
"By virtue of the Public Bodies (Admission to Meetings) Act, 1960, the press and public are excluded from discussions on the following item(s) on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted."  
Item 10 iv
- 4 **Matters raised by residents/guests**  
  
None received
- 5 **Reports and presentations from others**  
  
None received
- 6 To confirm the minutes of the Council's extraordinary meeting 2 December, 2015 as an accurate record. Appendix 1
- 7 **Notices of Motion from Councillors**  
  
Councillor Ann Bennett  
'I propose that we as a collective council, revert back to our original agenda order: of dealing with essential matters before going to the resolutions .we must ensure

we do the proper business of the council ,ie budgets ....  
 Ensuring we carry out our proper tasks in the efficient running of the community council.

- |            |  |              |
|------------|--|--------------|
| <b>8</b>   | <b>Matters arising from previous meetings – Action Table</b>   | Appendix 2   |
| <b>a</b>   | <b>Action 361- Llantrisant Road: Consultation on possible parking restrictions</b>   | Appendix 3   |
| <b>9</b>   | <b>Report and recommendations from Working Groups</b>  |              |
|            | None received  |              |
| <b>10</b>  | <b>Report and recommendations from Clerk</b>   |              |
| <b>i</b>   | To approve the payment of creditors  | Appendix 4   |
| <b>a</b>   | October 2015   |              |
| <b>b</b>   | November 2015  | Appendix 5   |
| <b>c</b>   | To note change of contract for broadband and telephone services  | Appendix 5 c |
| <b>ii</b>  | To approve the budget monitoring report.   | Appendix 6   |
| <b>a</b>   | To approve virement  | Appendix 7   |
| <b>iii</b> | Draft Budget 2016/17   |              |
| <b>a</b>   | To consider Amendments December 2014 to the Governance and accountability for local council in Wales A Practitioners' Guide (2011) copy also available on Council's webpage<br><a href="http://www.pontyclun.net/bank/file4333.pdf">http://www.pontyclun.net/bank/file4333.pdf</a><br>Copy of Governance and accountability for local council in Wales A Practitioners' Guide (2011) available on Council's webpage<br><a href="http://www.pontyclun.net/bank/file4334.pdf">http://www.pontyclun.net/bank/file4334.pdf</a> | Appendix 8   |
| <b>b</b>   | To agree Draft Budget for 2016/17  | Appendix 9   |
| <b>iv</b>  | To decide on the report Complaints made by Staff against with one recommendation:<br><b>a</b> 'The Council fulfils its legal obligations towards its employees and takes appropriate actions to address complaints from its staff.   | Appendix 10  |
| <b>b</b>   | To consider extracts from ACAS publication Discipline and grievance at Work – the ACAS guide.<br><a href="http://www.acas.org.uk/media/pdf/e/m/Discipline-and-grievances-Acas-guide3.pdf">http://www.acas.org.uk/media/pdf/e/m/Discipline-and-grievances-Acas-guide3.pdf</a>   | Appendix 11  |
| <b>c</b>   | To consider extracts from ACAS publication Code of Practice on Disciplinary and Grievance Procedures – Code 1 Practice.<br><a href="http://www.acas.org.uk/media/pdf/f/m/Acas-Code-of-Practice-1-on-disciplinary-and-grievance-procedures.pdf">http://www.acas.org.uk/media/pdf/f/m/Acas-Code-of-Practice-1-on-disciplinary-and-grievance-procedures.pdf</a>   | Appendix 12  |
| <b>d</b>   | To consider to consider the ACAS publication Bullying and Harassment at work. A guide for managers and employers.  | Appendix 13  |

<http://www.acas.org.uk/media/pdf/i/t/Bullying-and-harassment-in-the-workplace-a-guide-for-managers-and-employers.pdf>

- e** To consider the National Association of Local Councils publication Part 3 Guide to Good Employment Practices in Local Council  
<http://www.slcc.co.uk/UserFiles/File/Employee%20issues/Terms%20&%20Conditions%20-%20a%20Guide%20to%20Good%20Employment%20Practice.doc> Appendix 14
- f** To consider extracts from Being a Good Employer: A guide for parish and town councillors.  
<http://www.nalc.gov.uk/library/publications/802-good-employers-guide/file> Appendix 15
- v** To consider a response to the planning applications  
None received
- a** To nominate a delegate to attend the Rhondda Cynon Taff County Borough Council training session to be conducted by Mr.T Thickett on Thursday 17 December, 2015 Appendix 16
- vi** To consider a response to the Green Growth Wales: Investment Support consultation. Responses by: 29 January 2016. Paper copy available on request from office.  
<http://gov.wales/consultations/environmentandcountryside/green-growth-wales-options-for-investment-support/?lang=en>.
- vii** To decide on grant applications
- a** Canotriion Pontyclun Ladies Choir Appendix 17
- b** To note letter from Assure support and Wellbeing Service, CIC Appendix 18
- viii** To consider a response to the Draft Local Government (Wales) Bill, Draft Explanatory Memorandum and Draft Regulatory Impact Assessment. Comments by 15 February 2016 Paper copy available on request from office.  
<http://gov.wales/consultations/localgovernment/draft-local-government-%28wales%29-bill-consultation/?lang=en>
- ix** Maes y Felin Regeneration Project - Additional Work to make good the area around the existing play area Appendix 19  
To consider report with the following recommendation  
The Community Council
- Considers the quote – appendix A and decide
  - Option 1 – Seeding £1,901  
or
  - Option 2 – Turfing £2,396
- 11 Questions from Councillors**  
Councillor  
  
None received
- 12 Matters of discussion but not decision**