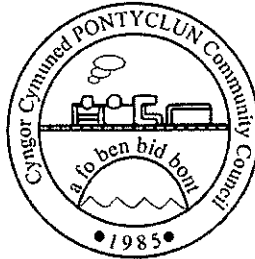


## Cyngor Cymuned Pontyclun Community Council

Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi gormodol. Rhowch wybod inni beth yw'ch dewis iaith e.e. Cymraeg neu'n ddwyieithog

Swyddfa Cyngor Cymuned  
Canolfan Gymunedol Pontyclun  
Heol yr Orsaf  
Pontyclun  
CF72 9EE



Community Council Office  
Pontyclun Community Centre  
Heol yr Orsaf  
Pontyclun  
CF72 9EE

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Gwefan: [www.pontyclun.net](http://www.pontyclun.net)

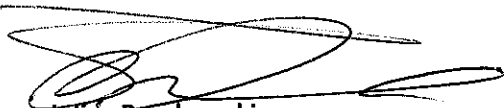
Telephone: 01443 238500  
E mail: [clerk@pontyclun-cc.gov.wales](mailto:clerk@pontyclun-cc.gov.wales)  
Website: [www.pontyclun.net](http://www.pontyclun.net)

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### Agenda

Notice is given that the **Annual Meeting** of the Pontyclun Community Council to be held at Café 50, Heol yr Orsaf, Pontyclun at 7.00 p.m. on **Wednesday 16th May 2018**.

Notice is given that the **Monthly meeting** of the Pontyclun Community Council will be held at Café 50 immediately following conclusion of the Annual meeting held on **Wednesday 16th May 2018**

  
**Julius Roszkowski**  
Clerk to the Council

1. To receive apologies for absence
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 because of the disclosure of prejudicial interest they **must** notify the Chairman when they leave.

#### Annual Meeting agenda

3. Report for 2017-8 from current Chair **Appendix 1**
4. Election of Chairperson 2018-9
  - a. To receive the Chairperson's Declaration of Acceptance of Office
5. Election of Vice Chairperson 2018-9
  - a. To receive the Vice Chairperson's Declaration of Office
6. To confirm the minutes of the Council's Annual meeting of 17 May 2017 as a true record of the last Annual Meeting. **Appendix 2**
7. Appointment or Reappointment of any standing Committees, Sub Committees or Working Groups and review terms of reference. Currently the council has 4 working groups **Appendix 3**
  - a. Administration working group
  - b. Economy Working Group
  - c. Environment Working Group
  - d. Social and Cultural Working Group



8. To confirm subscriptions to other bodies; Council representatives on external bodies and Charter arrangements
  - a. Council is a member of One Voice Wales and pays for Clerk to be a member of Society of Local Council Clerks(SLCC)
  - b. One Voice Wales (up to two/ only one vote) – the Chair is our representative
  - c. County Borough Council/Community Council’s Joint Liaison Committee – Council had two representatives in 2017/8 – Councillors Margaret Griffiths and Carole Willis
  - d. To confirm representation on the Boards of Governors for YGGG Lantrisant (Former Councillor Huw Rees is Governor till Sept 2020) and Pontyclun Primary School – Anne Jackson is current governor
  - e. The Council is a signatory to the Tree Charter and the Armed Forces Charter
  - f. The Council is a signatory to the RCT/ Community Councils shared community charter. This is out of date are currently being revised for re-signature by the Joint Liaison Committee.
9. To confirm Council governance documents **Appendix 4**
  - a. Standing Orders; Financial Regulations; Code of Conduct and Complaints policy
10. To review and agree payment arrangements to Creditors for 2018-9 **Appendix 5**
  - a. Review and approve payments via Standing Orders and Direct Debits
  - b. Review and approve regular payments for 2018/9 e.g. Staff salaries
  - c. Review and confirm Trade accounts
11. To confirm the Council’s Insurance policies for 2018/9 **Appendix 6**
  - a. Council
  - b. Vehicle
12. To review the Council’s Asset register **Appendix 7**
13. To fix the dates and times for the Council’s ordinary meeting for the ensuing year **Appendix 8**
14. To review Council’s policies for handling requests under Freedom of Information Act 2000, the Data Protection Act 1998 and General Data Protection regulation and data Protection Bill when enacted and the Council’s policy on dealing with Press & Media **Appendix 9 &9a**

### Monthly Meeting Agenda

1. To Confirm minutes of the Council meeting of 18<sup>th</sup> April 2018 are a true record of the meeting **Appendix 10**
2. To confirm Council payments **Appendix 11**
3. To receive an update on the General data Protection Regulation **Appendix 12**
4. To Consider planning application relating to Ty Carreg, Pontyclun **Appendix 13**
5. To consider report from Social and Cultural working group **Appendix 14**
  - a. Community Events 2018
    - i. Walking Festival
    - ii. Great Get together
    - iii. Garden & allotment open day/ competitions
    - iv. Beer Festival
    - v. Peace at last
    - vi. Christmas Lights
6. To consider attendance at One Voice wales, Innovative practice conference **Appendix 15**
7. To consider holding a drop in open day for the Review on Town & Community Councils in Wales **Appendix 16**
8. To consider Report from Clerk **Appendix 17**

More information and the supporting papers can be accessed on the Council’s website or viewed at our offices.

Members of the public may make representations on any of these agenda items at the relevant time subject to

- Max 30 minutes total of public representations
- Individuals to speak for no more than 5 minutes on one item
- Any individual wishing to speak on more than one item should contact the Clerk prior to the meeting to arrange appropriate dispensation.

