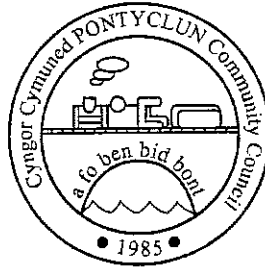


Cyngor Cymuned Pontyclun

Pontyclun Community Council

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Minutes of the meeting of the Pontyclun Community Council held in the Pontyclun Community Centre, Pontyclun at 7.00 p.m. on Wednesday, 2 April, 2008.

PRESENT: Community Councillors V A Cale, D Clayton-Jones, C Davies, P Griffiths, S Jenkins, A. R Lane, R G Norman and Ms P Thomas

ALSO IN ATTENDANCE: PCSO J Tomkova and one member of the public for part of the meeting.

1. **Apologies for absence:**

Apologies for absence were received on behalf of Councillors Ms D Hayes and M Rea



2. **Declarations of interest**

No declarations of interest were received from Members.

3. **Minutes of the Council's meeting of 5 March, 2008**

RESOLVED: That the minutes of the Council's meeting of 5 March, 2008, be approved as an accurate record subject to minute 6 (a) (ii) being amended to read "PCSO Tomkova reported that the first street meeting, at Maes y Wennol, and the second in Miskin, were both successful. PCSO believed the concept of street meetings to be sound. The next meeting would be held in Brynsadler."

4. **Matter arising**

(a) **Amended Local Government Member Code of Conduct**

Barde A. Willis

Further signed undertakings to observe the amended Local Government Member Code of Conduct were received from Councillors Cale, Clayton-Jones and Jenkins.

(b) **Possibility of erecting cycle stands in Pontyclun**

The Clerk reported that he had discussed the three proposed sites for cycle stands with an officer of the Highways Authority.

The preliminary view was that there would be no objection to the erection of cycle stands at the three positions identified subject to discussion with landowners and a formal application being made to the Highway Authority.

RESOLVED: That the Clerk seek the consent of landowners and, if appropriate, formal consent from the Highway Authority for the installation of cycle stands at two sites, namely, the sites at the junctions of Heol yr Orsaf and Station Terrace with Cowbridge Road, Pontyclun.

(c) **Invitation to re-join One Voice Wales**

The Clerk advised the Council that this item of business had been withdrawn and that it would appear on the agenda for the Council's 2008 Annual Meeting.

(d) **Local Development Plan Questionnaire**

The Clerk reported that he had obtained an extension of the deadline by which additional comments needed to be made to the Borough Council.

The extension had allowed time to include within the questionnaire a number of important comments which had formed part of the Council's original response of the Local Development Plan.

The report was noted.

(e) **Boundary Commission –
Review of Community Boundaries in Rhondda Cynon Taf**

The Clerk referred to the preliminary report made to the Council's meeting on 5 March, 2008, on the Boundary Commission's recommendations as they affected the Community of Pontyclun.

One of the maps contained in the report showed that the settlement at Castell y Mwnws would transfer to the Community

of Llanharry. This was as a result of comments made by the Borough Council and the Llanharry Community Council.

Closer examination of the Boundary Commission's report showed that the Boundary Commission had been influenced by the survey of Castell y Mwnws residents carried out by the Pontyclun Community Council. The survey showed that responding residents were unanimous in their wish to remain part of the community of Pontyclun. The Boundary Commission had subsequently recommended that Castell y Mwnws should remain as part of the community of Pontyclun.

The Clerk advised that all Members had been provided with a copy of the Boundary Commission's report.

The report was noted.

5. **Police matters**

(a) **Reports from the police**

(i) **Database**

PCSO Tomkova advised that the South Wales Police was in the course of setting up a database of residents within communities to assist with communication. Members of the Council were invited to complete forms which would lead to Members details being entered on to the database.

A number of Members completed forms.

(ii) **Street meetings**

PCSO Tomkova reported that the success of the street meeting held in The Hollies, Brynsadler. Residents raised concerns about parking problems in the vicinity of Pontyclun Primary School and the speed of vehicles travelling down Brynsadler hill. The next street meeting was scheduled to take place on the Cefn yr Hendy estate.

(iii) **Dog fouling**

PCSO Tomkova reported that dog fouling was still a cause for concern in the community. The Home Office was placing pressure on police forces to issue penalty notices but it appeared that the local force was unable to issue penalties notices for the time being.

Shortly, the Borough Council would be carrying out a major campaign against dog fouling. It was understood that the Borough Council campaign would involve officers visiting the community and publicity in the local press. Borough Council officers would re-visit to gauge the effect of their campaign. In the meantime, PCSO Tomkova planned to speak to as many dog owners as possible to raise awareness of the problem and assess the need for additional signage and bins.

Dog fouling would be one her priorities for the coming month.

The report was noted.

(iv) **School crossing - Pontyclun**

PCSO Tomkova reported that, of late, she had been standing away from the pedestrian crossing in Pontyclun at busy periods. The practice had appeared to have produced beneficial effects.

The report was noted.

(v) **New Cefn yr Hendy school**

PCSO Tomkova reported problems with children crossing the highway to access the school.

The school Governing Body was placing pressure on the Highway authority to introduce measures to control the problem.

The report was noted.

(vi) **Public conveniences, Pontyclun**

PCSO Tomkova advised the Council that she had made enquiries about the legality of the erection of signs inside and outside the public conveniences to prevent misuse of the premises. It would not be illegal to erect signs to advise the public that the nearby CCTV camera could be used to monitor people visiting the conveniences to prevent the premises being misused.

The report was noted.

(vii) **Pontyclun Community Centre car park**

PCSO Tomkova reported that the Pontyclun Community Centre car park was not identified at the DVLA as being in the ownership of the Borough Council. As a result, the police were obliged to treat any vehicles using the car park as being on land in private ownership. In these circumstances the powers of the police were limited.

The Clerk agreed to bring the matter to the attention of officers at the Borough Council.

(viii) **Crime statistics**

PCSO Tomkova reported verbally on the number of recorded crimes in the community for the previous month. One incident had accounted for three separate crimes.

Of particular concern was an incident of a distraction burglary at the home of an 83 year old resident in Pontyclun. Earlier that day the criminals had carried out a similar burglary in the area Bridgend.

The report was noted.

(ix) **Community Council's appreciation**

As this meeting was the last meeting before the elections on 1 May, 2008, Members asked that their appreciation of the services rendered by PCSO Tomkova to residents of the Community be placed on record.

(b) **Reports from Members**

Councillor Lane sought confirmation from PCSO Tomkova that coordination of the four Neighbourhood Watches would result following the meeting at Treforest.

PCSO Tomkova confirmed that there would be coordination.

6 Matters reported for decision

(a) **Audit of Community Council's accounts – 2007/08**

The Clerk reported that an interim Independent Internal Audit of the Community Council's accounts for the 2007/08 financial year had been completed and the report of the auditor, Ms Helen Embling, was included at Appendix 5 to the agenda.

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Councillor Lane objected to the procedure used in appointing the auditor. He claimed that only the Council could appoint the auditor and alleged that the Clerk had exceeded his authority.

The Clerk responded that while the appointment of an auditor was carried out in the name of the Council, Regulation 4.1 of the Community Council's Financial Regulations delegated authority to the Clerk to make "suitable arrangements for all accounting procedures." The Independent Internal Auditor had been engaged in accordance with Financial Regulations. The Clerk confirmed that Councillor Lane had received a copy of Financial Regulations on taking up office.

The Clerk further advised that before engaging the new Independent Internal Auditor he had consulted the Chairperson of the Council and outlined to her the steps he had taken to seek a new auditor. A summary of the Clerk's consultation with the Chairperson was included at Appendix 4 to the agenda.

- RESOLVED:** (i) That the Council's Independent Internal Auditor had been properly engaged.
- (ii) That the Council approve the appointment of Ms Helen Embling as the Council's Independent Internal Auditor.
- (iii) That the report of the auditor be noted.
- (iv) That, responding to the comment made by the Independent Internal Auditor that a "high standard of record keeping has been consistently and accurately maintained", Councillor Thomas asked that the Clerk be complimented for his work and that this be recorded in the Council's minutes.

(b) **Traffic Management in Pontyclun**

- RESOLVED:** (i) That discussion of this item of business be deferred to a meeting of the Community Council after the elections on 1 May, 2008.
- (ii) That the new Council be also provided with a list of the items which the current Council is pursuing.

(c) **Plastic bag free Pontyclun**

The Chairperson, Councillor Jenkins, reported that there was interest from residents and retailers in Pontyclun in doing away

with the issue of plastic bags, thereby reducing the demand on world resources and making a positive contribution to less litter in the community.

Councillor Jenkins raised the possibility of the Community Council providing residents with a free canvas bag with the Council's logo to start the scheme. She believed that retailers would be prepared to work with the Community Council on this initiative.

Councillor Jenkins advised of an organisation in the Bridgend area which would be prepared to send a representative along to speak to the Council and the public.

RESOLVED: That this matter be placed on the list of current items for the new council to consider.

(d) **Proposal for the immediate closure of the public conveniences in Pontyclun**

The Council discussed the proposal of Councillor Lane for the immediate closure of the public conveniences. Councillor Lane was of the view that there was a risk to local children following reports of misuse of the conveniences.

The Council discussed the proposal in detail. While the Council was concerned about reports of the conveniences being misused, it was also conscious of the views expressed from members of the public that they wished the conveniences to be kept open. Councillor Norman wondered if the perceived risk to children had been over-stated since no concerns had been expressed to the head teacher of the local primary school or to the school clerk. He was also aware that the facilities were appreciated by users of the Windsor Field and allotment holders.

Councillor Clayton-Jones drew the Council's attention to public conveniences at Llandeilo where there had been concerns over misuse. The solution had been to re-design the conveniences and to make them more attractive.

Following the request by Councillor Lane for a named vote on his proposal the Council it was

RESOLVED: (i) that the public conveniences remain open.

(Councillors Cale, Clayton-Jones, Davies, Griffiths, Jenkins, Norman and Thomas voted against Councillor

Lane's proposal. Councillor Lane voted for his proposal)

- (ii) that the Council arrange for the erection of signs inside and outside the conveniences advising the public that the nearby CCTV camera could be used to monitor people visiting the conveniences to prevent the premises being misused.
- (iii) that the Council give further consideration to refurbishing the conveniences to make them more attractive and less likely to be misused.

(e) **Complaint to the Ombudsman**

The Clerk advised the Council of the complaint which had been submitted to the Ombudsman about a breach of the Members' Code of Conduct. In accordance with the guidance given by the Ombudsman the complaint had been submitted directly without reference to the Monitoring Officer.

A reply from the Assessment Officer at the Ombudsman's office expressed the view that the breach complained of was not sufficiently serious to warrant investigation. A right of appeal against the Assessment Officer's view could be made to the Ombudsman. The Clerk confirmed that an appeal had been submitted to the Ombudsman.

RESOLVED: That as the complaint was now the subject of appeal, no further discussion take place by the Community Council.

(f) **Weekly Planning Notifications**

The Council discussed planning applications contained in the latest Weekly Notifications from the Borough Council.

RESOLVED: That no comments be offered on the applications.

(g) **Payment of creditors**

RESOLVED: That payment be approved to the creditors listed in Appendix 15 to the Council's agenda.

7. **Matters reported for decision since the despatch of agendas**

The Chairperson, Councillor Jenkins, reported the receipt of an e-mail from Claire Morris acting on behalf of the Pontyclun Girl Guides.

Claire Morris wished the Council to know that as part of the Girl Guides' commitment to guiding, and their community, the Girl Guides were offering their services to assist the Community Council.

- RESOLVED:**
- (i) That Claire Morris be thanked for her approach to the Community Council.
 - (ii) That the matter be raised in the May monthly meeting of the Community Council.

8. **Exclusion of press and public**

RESOLVED: That the press and public be excluded from the meeting for the next item of business on the grounds that it involves a term or terms proposed by or to the Council in the course of negotiations for a contract for the acquisition or disposal of property, goods or services.

9. **Council owned land in Brynsadler**

A lengthy discussion took place on the offer to buy the land and the subsequent meeting between representatives of the Community Council and the prospective purchaser.

- RESOLVED:**
- (i) That the Council decline to sell the land.
 - (ii) That the Council's solicitor convey the decision to the prospective purchaser's solicitors.

10. **Matters reported for information**

(a) **Principles of Good Administration & Principles for Redress**

The Council received the new guidance issued by the Ombudsman.

RESOLVED: That the information be noted.

(b) **Infrastructure developments west of Cardiff**

The Council received a copy of a letter which had been sent from the Minister for the Economy and Transport at the Welsh Assembly Government to Mr Alec Davies, Clerk to Pentyrch Community Council, following concerns expressed by a number

of community councils about major developments west of Cardiff and the need to improve the infrastructure.

The Minister stated that officers from the Welsh Assembly and Transport Wales would attend the next combined meeting of local community councils to answer questions.

RESOLVED: That even though the meeting would clash with the July Community Council meeting, every effort be made to ensure that the Pontyclun Community Council is represented at the meeting of local community councils.

(c) **Retiring Members**

The Council noted that the meeting was the last meeting before community council elections were held on 1 May, 2008.

The Chairperson thanked all Members who were standing down at the election for their contribution to the work of the Community Council over the last four years.

11. The meeting ended at 8.50 p.m.