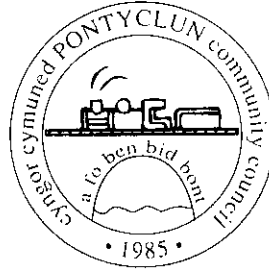


**Cyngor Cymuned Pontyclun**

Clerc i'r Cyngor  
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"Mandalay"  
Heol Bontfaen  
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**Pontyclun Community Council**

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Minutes of the monthly meeting of the Pontyclun Community Council held at the Pontyclun Community Centre, Pontyclun, at 7.00 pm on Wednesday, 5 January, 2005.

**PRESENT:** Councillors Mrs V A Cale, D Clayton Jones, C Davies, M P Griffiths, D G Henderson, Ms S R Jenkins, A R Lane, and M Rea

**ALSO IN ATTENDANCE:** John Bell of the Clean Rivers Campaign and P C Steve Keddle for part of the meeting.

1. **Apologies for absence**

Apologies for absence were received on behalf of Councillors R G Norman and Mrs P Thomas

2. **Declarations of interest**

Declarations of interest were invited from Members.

**RESOLVED:** That any disclosures be included in the Register of Disclosures.

3. **Police matters**

(a) **Crime figures**

P C Keddle tabled crime figures for the Community for the months of November and December, 2004. The figures compared very favourably with crime figures for the same period in the previous year.

The Christmas and New Year had been relatively quiet in Pontyclun although, for the first time, the CCTV control room in Pontypridd had reported an incident to the police.

Of particular concern to the police in December was the theft of a post office van in Groesfaen when a number of credit cards had been stolen. There was strong evidence to suggest that this theft had been well planned.

(b) **Double parking at Danybryn, Brynsadler**

A Member raised concerns about the practice of certain motorists of double parking at the entrance to the Danybryn Estate, Brynsadler. The practice caused congestion at the approach to the Estate and increased the likelihood of a collision. It was suggested that the Community Council might wish to ask the Highway Authority to place parking restrictions at one side of the entrance to the Estate.

**RESOLVED:** That before any approach be made to the Highway Authority, P C Keddle would approach the offending drivers to request their co-operation in avoiding double parking.

(c) **Sign to indicate "Surgery"**

A Member advised the Council that he had contacted the Highway Authority about the proposed erection of a sign in Llantrisant Road, Pontyclun, indicating "Surgery".

The Highway Authority had confirmed to him that it would be prepared to manufacture and erect two signs indicating "Surgery" in Llantrisant Road, Pontyclun, for the sum of £500.00.

**RESOLVED:** That the Council agree to the manufacture and erection by the Highway Authority of two signs indicating "Surgery" for the sum of £500.

4. **Minutes of the Council's meeting of 1 December, 2004**

**RESOLVED:** That the minutes of the Council's meeting of 1 December, 2004, be approved as an accurate record.

5. **Matters arising**

(a) **CCTV**

(i) **Camera outside the Windsor Arms, Pontyclun**

The Clerk reported that the CCTV camera outside the Windsor Arms, Pontyclun, was repaired on 30 December, 2004.

The information was noted.

(ii) **Coverage of Christmas decorations**

The Council noted the reply from the CCTV manager who said that the Borough Council would do its best to ensure that Christmas decorations would be monitored but pointed out that serious incidents might be given priority .

Members were of the view that the scheme to provide Christmas trees and decorations had been a major success, especially the tree erected at The Bridge Café.

Members were also of the view that in future years, conscious of the difficult roof overhang at the Miskin Arms, the landlord be provided with Christmas trees and asked to make his own arrangements for the trees' erection.

(iii) **Proposed visit to control room**

Members noted that arrangements had been made to visit the CCTV control room in Sardis House, Pontypridd, on 14 January, 2005.

**RESOLVED:** That the Council's representatives to visit the control room be Councillors Mrs Cale, Davies and Lane and any Member not present at the meeting.

(b) **Contaminated land – planning consent**

**RESOLVED:** That as no report on this item was available, the matter be deferred to the Council's next meeting.

(c) **Funding and Managing Community Projects**

Councillor Lane tabled a report following his recent attendance at a seminar organised by the Society of Local Council Clerks.

**RESOLVED:** That the Clerk arrange for a copy of Councillor Lane's report to be distributed to the six Members who had not received copies.

(d) **Former Park Hall cinema, Pontyclun**

The Council discussed the recent letter from Cadw in which it was stated that the Community Council's request to list the building would be considered. To aid consideration Cadw asked for internal and external photographs of the building.

The Council also noted a letter from the Borough Council saying that a legal notice had been served on the owner of the building requiring him to repair or demolish the building.

**RESOLVED:** That the offer of the Chairperson to provide an external photograph of the building be accepted and that the Clerk make enquiries of a local resident, research local history books and make enquiries of the Llantrisant Observer to establish what other photographs may be in existence.

(e) **Gifts and Hospitality**

The Clerk reported that following a recent discussion with the Monitoring Officer of the Borough Council, a draft policy on Gifts and Hospitality had been produced for consideration by the Council.

**RESOLVED:** That the draft policy on Gifts and Hospitality attached as Appendix 4 to the Agenda be adopted as the Council's policy.

6. **Matters reported for decision**

(a) **Clean Rivers Campaign**

The Council received a presentation from Mr John Bell of the Clean Rivers Campaign.

Mr Bell explained that the Campaign's objectives were to get community groups responsible for manageable stretches of river. In particular, to make rivers more accessible to the public, provide disabled access, introduce habitat management and remove rubbish and litter from river banks. Once a group had become established it became possible to involve schools and local voluntary groups. Health and Safety considerations received top priority.

A small start up grant of £500 would be available to a new group and there would be encouragement for the local group to seek grants elsewhere. A local group would need a bank account, a treasurer and establish its own name.

John Bell explained that the starting point for any proposed local group would be a plan of action arising out of a base line study of local river.

**RESOLVED:** That a walk of the river Ely by Members, from the bridge across the river Ely at Ynysddu to Misikin Mill, take place on the morning of 15 January, 2005, as a first step towards producing a base line survey.

(b) **Finance Committee minutes of 20 December, 2004**

**RESOLVED:** That the minutes of the Finance Committee's meeting of 20 December, 2004, be approved as an accurate record.

(c) **Matters arising**

(i) **Proposed Council projects for 2005/06**

**RESOLVED:** That the list of possible projects put forward by one of the Members be referred for consideration to the next meeting of the Finance Committee

(ii) **Conditions of Service**

**RESOLVED:** That the newly agreed Conditions of Service negotiated between NALC (the parent body of One Voice Wales) and the Society of Local Council Clerks be referred to a sub group for report. The sub group to comprise the Chairperson, Councillor Henderson and Councillor Dan Clayton Jones.

(d) **Adoption of Finance Committee's recommendations**

**RESOLVED:** That the recommendations of the Finance Committee be adopted by the Council subject to the insertion of the word "not" between the words "does" and "propose" in item 4 of the Annual Investment Strategy for 2004/05.



(e) **Bethel Baptist Church and Centre**

The Council discussed a letter from the Bethel Baptist Church and Centre and noted that a cheque for a grant made by the Community Council in the summer of 2004 had been returned. The Church asked if the cheque could be re-issued to assist with the cost of running an Advice Event planned for early 2005. It was further asked whether the Community Council would consider becoming a partner for funding an advice service from 1 April, 2005.

- RESOLVED:**
- (i) that a grant of £50 be made towards the cost of the Advice Event.
  - (ii) that if the service proposed from 1 April, 2005, comes to fruition, the Council make a grant of a further £150

(f) **Proposal for the creation of an individual parking bay**

The Council discussed the proposal of the Highway Authority to create an individual parking bay on the highway outside a house in Clun Avenue, Pontyclun.

- RESOLVED:** That the Highway Authority be advised that while the Community Council is fully supportive of the proposal, it sees major challenges in ensuring that the facility is effectively policed. The Council is also of the view that the creation of individual parking bays may create a precedent leading to further parking difficulties in the Community.

(g) **Application for financial assistance**

The Council considered an application for financial assistance from the Llangollen International Musical Eisteddfod.

- RESOLVED:** That no grant be made.

(h) **Payment of creditors**

- RESOLVED:**
- (i) That payment be made to the creditors listed in Appendix 10 to the Agenda.

- (ii) That the Clerk write to the Minister for Local Government at the Welsh Assembly drawing attention to the considerable burden placed on community councils by the District Auditor for fees charged for the external audit of councils' accounts.

(i) **Land at Brynsadler Mill, Pontyclun**

A Member drew the Council's attention to the plans of the Welsh Development Agency to sell off land at Brynsadler Mill, Pontyclun.

The Council believed that this land to be of low value, sensitive, and important in terms of a wildlife habitat and maintaining a green wedge between Pontyclun and Brynsadler.

**RESOLVED:** That as a matter of urgency, the Clerk contact Cerys Halford of the Welsh Development Agency to tell her of the Community Council's interest in the land and drawing attention to the fact that the WDA is not obliged to dispose of land at market value. In addition, that the WDA be asked to transfer the land into the ownership of the Community Council for the purpose of creating a riverside /woodland walk and a nature reserve.

(i) **Christmas Illuminations Competition**

Members who judged the Christmas Illuminations Competition in the Community submitted a list showing the following properties as winners:

- |       |  |             |
|-------|--|-------------|
| (i)   | No. 5 <sup>Heol</sup> Brofiskin, Groesfaen | P. REGAN    |
| (ii)  | No. 10 <sup>↑</sup> Oaklands, Miskin       | L. WALKER   |
| (iii) | No. 18 Heol y Coed, Pontyclun              | P.C. JONES  |
| (iv)  | No. 52 The Hollies, Brynsadler             | M. A. REES  |
| (v)   | No. 6 Lon Elai, Pontyclun                  | - J.M. REES |

**RESOLVED:** That the Council vary its earlier decision to award only 4 prizes and increase this number to 5.

That the Clerk establish the names of the residents of the five premises and issue a

cheque for £25 for each prize-winning property.

(j) **Weekly Planning Notifications**

The Council received the latest Weekly Planning Notifications from the Planning Authority.

- RESOLVED:**
- (i) That no comment be made to the Planning Authority on any of the applications.
  - (ii) That the Clerk write to the proprietors of The Bridge café to thank them for the electricity provided for the Christmas tree illuminations and to enquire of the plans for maintenance of the main chapel building.

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

(a) **Community Council's accounts for 2003/04**

The Clerk reported that the Community Council's accounts for 2003/2004 had been finalised and passed to the Council's Independent Internal Auditor. After the accounts had been audited it would be necessary for the Council to formally approve the accounts and forward them to the District Auditor for External Audit.

To meet the timetable given by the District Auditor it would be necessary to convene a Special Meeting to formally approve the accounts during January.

**RESOLVED:** That the report be noted.

(b) **Variation to Council's bank mandate**

The Clerk advised the Council that a number of proof of identity forms were still outstanding from Members. Without the forms the Clerk was unable to arrange a variation to the Council's bank mandate.

The report was noted.

8. **Matters reported for information**

(a) **Finance Committee meeting of 20 December, 2004**



The Council received a copy of the report which was discussed by the Finance Committee at its meeting on 20 December, 2004.

The report was noted.

(b) **Countryside Council for Wales**

The Council received the Conclusive Map issued by the Countryside Council for Wales under the Countryside Access Regulations. It was noted that the no land in the Community qualified for designation in the Conclusive Map.

The Conclusive Map be noted.

(c) **One Voice Wales**

(i) **Freedom of Information Act, 2000**

The Council received details of the implications of the Freedom of Information Act, 2000, for Community and Town Councils.

**RESOLVED:** That the provision of the Act be noted.

(ii) **Employment Act, 2002**

The Council received details of the minimum dismissal, disciplinary and grievance procedures introduced by the Employment Act, 2002. The changes became effective from 1 October, 2004.

The Clerk reported that the procedures already adopted by the Council exceeded the new minimum procedures.

**RESOLVED:** That enquiries be made about whether the minimum provisions should be brought to the attention of Community Council employees.

(iii) **Minutes of the Area Committee**

**RESOLVED:** That the minutes of the Area Committee's meeting of 14 October, 2004, be noted.

(d) **Safety at Pontyclun Station**



The Council was pleased to learn that following its representations to the British Transport Police, police officers had undertaken a number of directed patrols at the location.

The British Transport Police sought the cooperation of the public in reporting any incidents of anti social behaviour at Pontyclun Station and provided a direct telephone line to assist the public.

**RESOLVED:**

- (i) That a copy of the British Transport Police letter be displayed in Community Council noticeboards.
- (ii) That the landlord of the Windsor Hotel be asked if she would display a copy of the letter in the Hotel.

(e) **National Assembly South East Wales Regional Committee**

The Council received details of the next meeting of the Regional Committee's meeting.

(f) **Appeals against a refusal to award planning consent**

The Council received details of appeal hearings against the refusal of the Planning Authority to award planning consent for land at Bishops Farm, Hensol Road, Miskin, and at land adjacent to the B4264 in Miskin.

**RESOLVED:** That the details be noted.

(g) **Licensing Applications**

The Council received details of two licensing applications, summaries of which had been circulated in December.

**RESOLVED:** That the details be noted.

9. The meeting ended at 9.40 p.m.