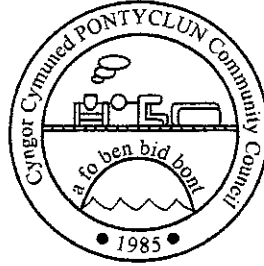


Cyngor Cymuned Pontyclun

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Minutes of the May monthly meeting of the Pontyclun Community Council held in the vestry of the Babel Chapel, Groesfaen, Pontyclun, at 7.00 p.m. on Tuesday, 10 May, 2011.

PRESENT: Community Councillors J G Davies, P Griffiths, J V Huish, R G Norman, M Rea, S Rogers and Ms C Willis

Also in attendance: Three members of the public and PC Mike Perry and for items 4(a) and 4(b)

1. **Apologies for absence**

Apologies for absence were received on behalf of Councillors Ms V A Cale, D Clayton-Jones, and Ms S Jenkins

2. **Declarations of interest**

The following declarations of interest were made:

Councillor P Griffiths for agenda item 9(b) – "I am a member of the Pontyclun Community Trust"

Councillor J V Huish for agenda item 7(c) – "I am a member of the Borough Council's Planning Committee"

Councillor M Rea for agenda item 7(c) - "I am a member of the Borough Council's Planning Committee"

3. **Residents' concerns**

No matters were raised.

Ms C Willis

4. **Police matters**

(a) **Reports from the police**

P C Perry reminded the Council of the recent reorganisation in the police where a reduction in officers had resulted in the need to re-allocate responsibility for areas in the force. This had resulted in PC Perry having responsibility for Miskin and Groesfaen only within the Community although, in addition, he had also become responsible for Beddau and Llantwit Fardre to the east.

PC Perry's colleague, PC Darren Pike, was now responsible for Pontyclun and Brynsadler in the Community in addition to other areas to the west of the Community.

P C Perry reported that during the last month there had been 10 reported crimes in the Community. He read out the respective crimes.

PC Perry reported that there had been a noticeable reduction in the number of instances of anti social behaviour although the fine weather was likely to lead to an increase in the figures in the coming months.

RESOLVED: That the reports be noted.

(b) **Reports from Members**

Councillor Norman reported that there had been break-ins at the allotment site between Heol Miskin and Clun Avenue.

Councillor Norman attributed the break-ins to the need for better fencing around the allotments and had reported his concerns to the landlord, the Borough Council.

RESOLVED: That the action taken by Councillor Norman be noted.

5. **Minutes of the Council's meeting of 12 April, 2011**

RESOLVED: That the minutes of the Council's meeting of 12 April, 2011, be approved as an accurate record.

6. **Matters arising**

(a) **Footpath No 341 alongside the former fish ponds**

The Clerk advised the Council that following concerns expressed about the condition of parts of this footpath he had

contacted the Borough Council, as Highway Authority, and asked improvement work be carried out to this well used footpath in the Community.

The Borough Council had agreed to a site meeting and arrangements had been made for a Borough Council officer to meet with the Community Council's Handyman on the morning of 20 May, 2011 to view the parts of the footpath causing concern.

RESOLVED: That the report be noted.

(b) **Signage for Heol yr Orsaf car park**

The Clerk reported that he had met a Borough Council officer on 4 May, 2011, to discuss the improvements sought by the Community Council to the signage directing motorists to the car park at Heol yr Orsaf, Pontyclun.

Agreement was reached that improvements would be made to the large sign located near the junction of Cerdin Avenue and Cowbridge Road and the large sign between the Masonic Hall and the Southgate garage in Cowbridge Road to indicate, bilingually, that the car park is free.

In addition, a further bilingual directional sign would be erected on the CCTV post outside the Wesleyan Hall in Cowbridge Road directing motorists to the car park.

The Clerk had been assured that new signs would be in place within a month.

RESOLVED: That the report be noted.

(c) **Additional grit bins**

The Clerk reported that he had contacted the Borough Council about the need for a grit bin to serve The Hollies, Brynsadler and the Ynysddu Estate.

The Clerk had been told that following the last severe winter of the Borough Council had received hundreds of requests for additional grit bins throughout the Borough. It was not possible to meet all the requests and an assessment procedure was in place where the sites were assessed according to local conditions.

An assessment had been carried at The Hollies but the site did not score sufficiently highly for the placement of a grit bin by the

Borough Council. An assessment would be carried out at the Ynysddu Estate if requested by residents.

A wide ranging discussion took place and consideration was given to the Community Council purchasing a bin for each site and the possibility of buying salt from a local outlet. A view was expressed that the cost of purchasing salt locally was likely to be very expensive and suggested that the Community Council should be able to take advantage of the bulk purchase price paid by the Borough Council.

RESOLVED: That further discussions take place with the Borough Council, involving the Community Council's Borough Council members, to achieve a solution for the need to site a grit bin at both sites.

(d) **Pontyclun Library**

Councillor Rea reported on his attendance at the recent re-launch of the Pontyclun Library following the recent extension and internal refurbishment works.

He reported that the re-launch was well attended and that he was pleased to hear that the facilities at the Library, especially the computer suite, were well used. This was pleasing to hear against a national background where library services were being reduced and in some cases withdrawn completely.

Councillor Rea's advice to all members of the Community is that they should continue to use the library as much as possible. His strong advice was "use it or lose it"

RESOLVED: That the report be noted.

7. (a) **Pontyclun Community Flood Plan**

The Clerk reported that at an informal meeting between some Members of the Council and Mr Martin Gough of the Environment Agency had taken place on 8 March, 2011, on the need to develop a Pontyclun Community Flood Plan.

The Flood Plan would cater for a one in a hundred years scenario recognising that a significant number of residential properties in Pontyclun had been built in low lying areas and were potentially at risk of flooding from the river Ely during periods of heavy rain.

While the main players in drawing up a Flood Plan would be the Emergency Planning Team from the Borough Council, the

Environment Agency and the Fire Service, there was also a need for local input and for that local input to be kept up to date.

Mr Gough had requested the assistance of the Community Council to call a public meeting to facilitate the local input in drawing up a Pontyclun Community Flood Plan.

- RESOLVED:**
- (i) That the Community Council give its full support to the development of a Plan.
 - (ii) That the Clerk liaise with Mr Gough with a view to calling a public meeting in the second half of June in the Pontyclun Community Centre.

(b) **Audit of accounts for 2010/11**

The Council discussed the letter of 7 April, 2011, from its external auditors, Mazars of Southampton.

The letter gave the detailed requirements and procedures to be followed for meeting the deadline for the audit of the Community Council's accounts for the 2010/11 financial year.

The letter also requested that the Clerk bring to the Council's attention any possible conflicts of interest which may arise as a result of Mazars being appointed as auditors. Examples of possible conflicts were given with a request that the Clerk bring any possible conflicts to the attention of Mazars.

Members present stated that they did not have any potential conflicts of interest.

- RESOLVED:**
- (i) That the detailed requirements and procedures be noted.
 - (ii) That the Clerk check the position of those Members of the Council not present at the meeting.

(c) **Planning**

(Councillors Rea and Huish declared a personal but not prejudicial interest in this item of business as members of the Borough Council's Planning Committee. They elected to remain in the Council chamber but did not take part in any of the Council's discussions)

The Council discussed planning applications contained in the

latest weekly notices.

RESOLVED: That Members study the full details of the planning applications now available on the Borough Council's website and notify the Clerk of any comments they may have for forwarding to the Borough Council.

(d) **Payment of creditors**

RESOLVED: That payment be approved to the creditors listed in Appendix 3 to the Council's agenda.

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

The Clerk reported receipt that morning of an invitation from the Society of Local Council Clerks to attend the Wales regional conference of the Society to be held at Llandrindod Wells on 28 June, 2011.

The Clerk read out the programme for the Conference

RESOLVED: That the Clerk be authorised to attend the Conference.

9. **Matters reported for information**

(a) **Watering arrangements for hanging baskets and planters**

The Clerk reported that the Council's regular waterer, Mr Bob Hughes, had decided that due to advancing years and the ill health of his wife he would not be able to carry out watering duties this summer.

The vacancy had been advertised in Community Council noticeboards and the local Jobcentre. Only one application had been received.

Following discussions between the Handyman and the Clerk it had been agreed to employ Mr Robert Button of Ynysddu on a part time basis to water the Council's hanging baskets during the summer months. Mr Button was scheduled to start work later in the month.

RESOLVED: That the report be noted.

(b) **Community Council owned land in Brynsadler**

(Councillor Griffiths declared a personal but not prejudicial interest in this item of business as a member of the Pontyclun Ward Community Trust. He elected to remain in the Council chamber but did not take part in any of the Council's discussions)

The Clerk reported on a meeting with Pontyclun Ward Community Trust representatives held on 29 May, 2011.

It was explained to the Trust representatives that that the legal bill for drawing up the lease between the Community Council and the Trust was currently estimated to be around £2,000. There were still two stages yet to be completed, that is, approval of the lease by the Welsh Assembly Government and the Land Registry. These further stages might well impact on the final bill to be met by the Community Council.

As custodians of public money, the Community Council needed to exercise care over the rising legal bill. While the Community Council did not have any objections to the latest amendments put forward by the Trust to the second draft of the lease, there needed to be an understanding by the Trust that the Community Council could not fund Trust amendments indefinitely.

The Trust representatives were informed that the Council was prepared to meet all legal bills associated with the second draft lease but that the legal cost of further amendments requested by the Trust would need to be funded by the Trust.

The Trust representatives said that they understood the Council's position but that there were certain amendments necessary to the second draft to correct spelling mistakes and inaccuracies contained in the first draft.

The Council's committee accepted that any spelling mistakes and inaccuracies contained in the first draft would be corrected at the Council's expense.

The Trust's secretary agreed to report the Council's views back to a meeting of the Trust and to contact the Clerk again when this had been done.

(Councillor Willis gave her apologies for her absence from the meeting with the Trust representatives)

RESOLVED: That the report be noted.

(c) **East Wales Area Committee of One Voice Wales**

The Clerk gave a report on the last meeting of the East Wales Area Committee of One Voice Wales which was addressed by the Chief Executive, Mr Lyn Cadwallader.

Mr Cadwallader's address covered several themes:

- (i) The unpaid hours, and therefore free contribution, made by community and town councillors in Wales. Mr Cadwallader was hopeful that representations he was making to the Welsh Assembly Government would result in an increased level of funding from WAG.
- (ii) The austerity measures now being implemented by principal councils throughout Wales had resulted in some community and town councils being asked to take over the delivery of certain services currently being provided by principal councils. Mr Cadwallader urged councils not to be coerced into accepting these services without receiving full funding, including a proportion of on costs, from the principal councils and understanding their obligations under the TUPE regulations to transferred staff. It was important not to feel under pressure to accept the transfer of a service.
- (iii) One Voice Wales is extending the range of training it offers to community and town councils and urged councillors to become trained. OVW would also respond to individual requests for bespoke training and would be happy to deliver training locally provided there is sufficient interest.
- (iv) Charter arrangements with community and town councils had proceeded apace and most principal councils had now established charters with community and town councils within their areas. Mr Cadwallader urged representatives to discuss the formation of action plans within their charter arrangements.
- (v) The database of community and town councils in Wales, and the services they deliver, is currently being updated. Every member council will receive a questionnaire from OVW in the near future.
- (vi) The future of community and town councils in Wales is "looking rosy". As evidence of this Mr Cadwallader pointed to the Power of Well-being which was likely to be passed in the near future and the proposals to make the creation of community councils easier. He strongly

recommended that councils pay attention to communicating effectively and to explain to the public what had been achieved on their behalf.

RESOLVED: That the Clerk's report be noted.

(d) **Letters of appreciation**

The Clerk read out letters of appreciation which had been received following donations on behalf of:

- (i) The Welsh Guards' Afghanistan Appeal and
- (ii) Girlguiding Cymru

RESOLVED: That the letters be noted.

(e) **Notice of Motion**

Councillor Norman asked that the Notice of Motion he had submitted to the Council's meeting on 12 October, 2010, which had not been discussed for the lack of a seconder, be placed on the agenda for the June monthly meeting of the Community Council.

RESOLVED: That the Clerk arrange for the Notice of Motion to be included on the agenda for the Council's June monthly meeting.

10. The meeting ended at 8.25 p.m.

