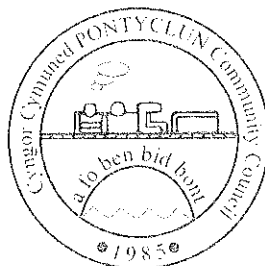


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M I N U T E S

Minutes of the March monthly meeting of Pontyclun Community Council held in the Pontyclun Community Council Office, Pontyclun Community Centre, Heol yr Orsaf, Pontyclun, at 7.00 p.m. on Tuesday, 12 March, 2013.

PRESENT: Community Councillors; Margaret Griffiths (Chair), Len Arthur, Ann Bennett, Paul Griffiths, Janice Jones, Tony Lane, Gordon Norman, Brendan O'Reilly and Huw Rees.

1. **Apologies for absence**

Apologies for absence were received on behalf of Councillors Ken Forsdyke and Gwynn Griffith

Councillor Margaret Griffiths (Vice Chair) chaired this meeting in absence of Ken Forsdyke (Chair)

2. To consider passing the following motion proposed by the Chair:

"That this meeting of the Council terminate on or before 10.00 p.m."

RESOLVED: That the motion was passed.

3. **Declaration of Interest**

| | |
|------------------------|--|
| Councillor L Arthur | "I am a Board Member and Trustee of Promo Cymru" |
| Councillor A Bennett | "I am a Member of the Management Committee of the Pontyclun Community Centre Management Committee" |
| Councillor B O'Reilly | "I am the member of Pontyclun Community Trust" |
| Councillor P Griffiths | "I am an RCT Councillor and a Member of the Development Committee. I am the member of Pontyclun Community Trust" |
| Councillor G Norman | "I am a Member of the Management Committee of the Pontyclun Community Centre Management Committee" |
| Councillor T Lane | "I am a Member of the Management Committee of the Pontyclun Community Centre Management Committee" |
| Councillor J Jones | "I am the member of Pontyclun Community Trust" |
| Councillor M Griffiths | "I am the member of Pontyclun Community Trust" |

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4. 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 item 9 (v) Appendix 16, 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."

RESOLVED: That the motion was passed.

5. Mrs Margaret Warner wished to address the Council and item 10 (xiv) on the agenda was brought forward.
Mrs Warner summarised her concerns outlined in her letter dated 3 November, 2012 and brought photographs to illustrate the on-going problem of unsightly rubbish dumped on Network Rail Land adjacent to Pontyclun Railway Station. Members agreed that the area is an eyesore and projects a very negative image of Pontyclun to rail travellers. It was recognised that a community led clean up initiative could not be organised as the area concerned was private land.
Councillor P Griffiths gave an overview of previous correspondence and discussions regarding this matter including a copy of a letter he and Councillor M Griffiths had sent Mr David Higgins, Chief Executive Network Rail, dated 6 March, 2013.
Mrs Warner also informed the Council that Network Rail uses the land to gain access to the railway and work is carried out at all times of day and into the night.
It was agreed that Working Group 4 Local Environment would discuss the issue and seek to organise a local Rail Liaison Committee to address these matters and to negotiate with Network Rail and Arriva Trains Wales to deal with these and other matter.

RESOLVED: That Working Group 4 Local Environment to seek to organise a local Rail Liaison Committee A82

6. **To confirm the minutes of the Council's Monthly Meeting of 12 February, 2013 as an accurate record – appendix 1**

RESOLVED: That the minutes of the Council's meeting of 12 February, 2013 be approved as an accurate record. A83

7. **Matters arising – Action Table – appendix 2**

The Members and Clerk reported on November, December 2012 and January 2013 Action Table. Table has been updated accordingly.

8. **Reports from Working Groups – appendix 3**

Working Group 1: Administration

MOTION 1 That the Council accepts and adopts the Budgets for 2012/13 and 2013/14 as prepared by the Clerk's department and presented to the meeting and does so with thanks to Karen James for their preparation.

RESOLVED: That the Council accepts and adopts the Budgets for 2012/13 and 2013/14 subject to
(i) £500 included in Leaflets heading for the 'Have Your Say' campaign

- (ii) Change Depreciation heading to 'contribution to vehicle depreciation fund'
A84

MOTION 2. That the Council considers authorising the draft letter, prepared by the Clerk to the Auditor General for Wales, for dispatch.

RESOLVED: That the Council authorise the draft letter, prepared by the Clerk to the Auditor General for Wales, for dispatch.A85

Working Group 3 - Local Economy

Convener, Councillor P Griffiths, handed out copies of the working group's report and outlined its contents. The order for Dark Green Media has been placed and a draft design of the website front page has been circulated to members of the Local Economy Working Group receiving only a positive response.

RESOLVED: That the Council noted the progress being made on the design of a community website.

Working Group 4 – Local Environment

MOTION: That this committee instructs Derek the Handyman, to plant up a designated area on the river bridge at Pontyclun. The frame work for planting is already in place and can be done with no serious cost.

The Clerk informed the Council that this years budget for Plants and Baskets has, to date, overspent by £1,200. An amendment was put forward for WG4 to meet with Derek Oram , Handyperson, to discuss costs and options.

RESOLVED: That WG4 meet with Derek Oram, Handyperson, to discuss costs and options of planting up a designated area on the river bridge at Pontyclun. A86

9. Police matters

a) Reports from Police

No report was received for March 2013.

b) Reports from Members

Councillor G Norman reported an incident in which a person had approached a home claiming to be searching for directions. This person went on to ask to use the householders toilet facilities and whilst in the house they unlocked a side entrance door. It was fortunate that the householder noticed this unlocked door after the stranger had left. Councillor Norman advised that the police are aware of similar incidents in the area and should anybody have concerns then they should contact the police immediately. Councillor M Griffiths noted that the PACT meeting for the previous month had been changed to 5:30 and to check The Diary publication for future PACT meeting times and dates.

10. Matters reported for decision

- (i) To approve the payment of creditors -appendix 4

RESOLVED: That payment be approved to the creditors listed in appendix 4 of the Council's agenda. A87

- (ii) To approve Budget Monitoring Report 2012/13 – appendix 3

RESOLVED: That the Council approve the Budget Monitoring Report 2012/13 listed in appendix 3 of the Council's agenda A88

- (iii) To decide whether to offer any comments on planning applications contained in the latest Weekly Notifications

No comments were made by the Council

- (iv) The Clerk informed the Council that a number of enquires to local businesses to scrap the old council vehicle had been sought and recorded.

RESOLVED: That the Clerk arrange for the old council vehicle to be scrapped.

- (v) The Clerk notified the Council that a Notice of Hearing with the Employment Tribunal had been received. The former Clerk has lodged a claim within 3 months of his employment end date, as required by law, and is requesting the gratuity payment as set out in his contract. The Clerk informed the Council that she had sought the advice of One Voice Wales who is looking at the matter on behalf of Pontyclun Community Council. It was agreed that following the advice of One Voice Wales a request be made to the court asking for an extension to the deadline for the submission of the defence form and also an adjournment of the hearing in order to enable to the Council to obtain legal advice on the validity of the claim. Members requested that ACAS are copied into the request.

RESOLVED: That the Clerk write to the Hearing Tribunal, and copy in ACAS, to request an extension to the deadline for the submission of the defence form and also an adjournment of the hearing in order to enable to the Council to obtain legal advice on the validity of the claim.A89

1. Notices reported for information/discussion

- (i) Clerk and Administrative Assistant attended a SLCC VAT course on 11 February 2013 in Carmarthen. Clerk attended One Voice Wales The Council Meeting course in Barry on Wednesday 27 February 2013

RESOLVED: That the Council noted the courses attend by the Clerk and Administrative Assistant.

- (ii) Strong Roots Project – 'Green Futures' training programme. Radyr 6.30 pm 15th April.

RESOLVED: That Cllr. Ann Bennett, convener of Working Group 4 Local environment would attend the training programme.A90

- (iii) The Clerk requested the Council for permission to close the office for a two week period during the Easter Holiday to enable hours accrued to be taken.

RESOLVED: That the office be closed for a two week period over the Eater Holiday Season and this closure is displayed in the PCC notice boards A91

- (iv) The Clerk requested the Council to review its Insurance Documents.

RESOLVED: That Cllr. T Lane, member of Working Group 1 Administration, review the Insurance Documents and report back to Council at next meeting. A92

- (v) RCT Planning New Shopping Centre – appendix 7

A number of Pontyclun Community Councillors had attended a recent New Town Development Control Committee meeting and had been disappointed with the decision to approve the planning development proposals.

- (vi) An Invitation had been received from Stacey Delbridge, RCT CBC Public Rights of Way Officer to join a RCT Local Access Forum – appendix 8

RESOLVED: That Cllr. Ann Bennett, convener of Working Group 4 Local Environment would make an application to join the RCT Local Access Forum A93

- (vii) Community Liaison Committee. Meeting 5.30 pm 18th March - appendix 9.
The Chair, Ken Forsdyke, is unable to attend this meeting. The Council will be represented by Vice Chair, Councillor Margaret Griffiths

RESOLVED: That the vice chair, Councillor Margaret Griffiths, attend the Community Liaison Committee on the 18th March 2013. A94

- (viii) Pontyclun Community Trust Application for Grant. The Clerk advised the Council that the budget for 2012 Grant Applications had been allocated. Working Group 1 is looking at Grant funding for 2013.

RESOLVED: That the Clerk notify Pontyclun Community Trust that their application has been unsuccessful in this financial year but their details have been kept and a new application form would be forwarded to them for 2013. A95

- (ix) Cross Roads Care Application for Grant. Once again the Clerk advised the Council that the budget for 2012 Grant Applications had been allocated. Working Group 1 is looking at Grant funding for 2013 – appendix 10

RESOLVED: That the Clerk notify Cross Roads Care that their application has been unsuccessful in this financial year but their details have been kept and a new application form would be forwarded to them for 2013. A95

- (x) Eisteddfod yr Urdd 2013. Request a donation towards cause – appendix 11

RESOLVED: That the request made by Eisteddfod yr Urdd is deferred to Working Group 1 A96

(xi) Macmillan Cancer Support. Request a donation towards cause – appendix 12

RESOLVED: That the request from Macmillan Cancer Support is deferred to Working Group 1 A96

(xii) Air Ambulance. Request a donation towards cause – appendix 13

RESOLVED: That the request from Air Ambulance is deferred to Working Group 1 A96

(xiii) Aber Valley. Request a donation towards cause – appendix 14

RESOLVED: That the request from Aber Valley is deferred to Working Group 1 A96

(xiv) Cllr. B O'Reilly. Letter from Mrs M Warner regarding Network Rail 22/02/13 – appendix 15

Discussed under Item 4 of agenda.

(xv) Cllr G Norman. Road gritting during inclement weather – request PCC to write a thank you letter to RCT Highways Department

RESOLVED: That the Clerk write to RCT CBC Highways Department to thank them for their efforts during the inclement weather.

(xvi) Cllr G Norman. PCC plans to celebrate Diamond Coronation Year
Members discussed a resolution passed in a previous meeting in which it was agreed that a tree be planted to celebrate the Queen's Diamond Jubilee.

RESOLVED: That Working Group 4 Local Environment meet with Derek Oram, Handyperson to discuss a suitable location to plant a tree to mark the Queen's Diamond Jubilee.

(xvii) Cllr G Norman. David's Court problems with the verges being churned. Request PCC write to home asking for visitors and contactors not to park on grass verge in Heol Y Coed. Members were aware that the work being carried out in David's Court was coming to an end and agreed that a letter should be sent to RCT Homes requesting the grass verges be restored after their contract vehicles had caused damage during work being carried out at the Home.

RESOLVED: That the Clerk write to RCT Homes requesting the grass verges be restored after their contract vehicles had caused damage during work being carried out at the Home.

(xviii) Cllr K Forsdyke. Clun Avenue also suffering from verges being destroyed by thoughtless parking.

Difficulties for residents at Clun Avenue parking their vehicles was recognised by the Council.

The meeting ended at 9.30 p.m.

Date of next Council Monthly Meeting 9 April, 2013


9/4/13