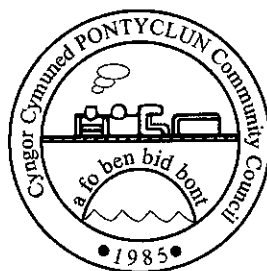


# Cyngor Cymuned Pontyclun Community Council

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## M I N U T E S

Minutes of the **October 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, 8 October, 2013.

**PRESENT:** Community Councillors: Margaret Griffiths (Chair), Len Arthur, Ann Bennett, Ken Forsdyke, Gwynn Griffith, Paul Griffiths, Janis Jones, Tony Lane, Brendan O'Reilly and Huw Rees.

Also present: Marianne Acreman and Sue Cottell of Perkin Elmer Ladies Bowls Club and Cliff Williams, Pontyclun Rugby Club.

### 1. **Apologies for absence**

Apology for absence was received on behalf of Councillor Gordon Norman. Members accepted the apologies.

### 2. **Declaration of Interest**

None received.

Members agreed to bring forward Item 4 on the agenda as representatives from Perkins Elmer Bowls Club and Pontyclun Rugby Club had attended to present their grant applications to the Council.

### 4. **Reports and presentations from others**

#### (i) Presentation by Perkins Elmer Bowls 2013 Grant Application

Marianne Acreman and Sue Cottell were welcomed to the Council meeting. The Council was interested to learn that the club was formed 25 years ago and when the Perkins Elmer factory closed it moved to Pontyclun Rugby Club. Its member's ages vary widely and the Club plays in a local league. Many of its members are from the local area including Pontyclun.

**RESOLVED:** That the Council award £100 grant to Perkins Elmer Bowls Club.A148

*Margaret Griffiths*  
12th November 2013

(ii) Presentation by Pontyclun Rugby and Sports Club 2013 Grant Application

Cliff Williams was welcomed to the Council meeting.

Mr Williams explained some of the difficulties the Club faced because of the poor facilities at Maesyfelin Fields. The cess pit has collapsed and it is essential for the young members of the club to have access to toilets on site. The Club is in the process of fitting a septic tank, total cost approximately £4,650. Reassurance was given by Mr Williams that should any major construction work be necessary to the building, the tank will remain fit for purpose as the new septic tank will be sited approximately 7m away.

**RESOLVED:** That the Council agree to a grant of £3,000 to be funded from its Capital Reserve.  
A149

**3. Matters raised by residents/guest**

(i) To consider Mrs A Howard's outlined proposal to clear site at rear of her property, adjacent to Pontyclun car park.

Members discussed Mrs Howard's proposal outlined in the letter, appendix 1, and in principle have no objection to the site being cleared. The Council noted that Mrs Howard has agreed to arrange and pay for the work to be undertaken by a professional service. Members did raise concerns that once the site is cleared the area may attract more nuisances and wanted to pass on those considerations to Mrs Howard before work commenced.

**RESOLVED:** That the Council agree to Mrs Howards request to clear site at rear of property No 7 Rivers Edge as outlined in the letter, appendix 1. All work must be undertaken at own expense and own risk. A150

(ii) To consider Mrs J Holder requesting the Council to give consideration to provide bus shelters at Cefn yr Hendy, Miskin.

**RESOLVED:** That the Council noted Mrs Holders request and will give it careful consideration when planning the 2014/15 budget. A151

5. To confirm the minutes of the Council's monthly meeting, 10 September, 2013 as an accurate record.

**RESOLVED:** That the minutes of the monthly meeting 10 September, 2013 be approved as an accurate record

**6. Matters arising – Action Table**

(i) **Action 46C Working Directive.**

To note legal requirements and to make decision on current practice

**RESOLVED:** That the matter be referred to Working Group 1 Administration

(ii) **Action 143 Christmas Lights.**

**RESOLVED:** That the Council agreed in principle to the purchase of icicles as outlined in appendix 7. The Clerk was requested to prepare a report showing how the total cost of lights and Christmas trees could be financed by the budget. A152

(iii) **Action 147 Advice sought regarding budgeting.**

**RESOLVED:** That the Council noted the advice received from One Voice Wales.

Councillor Len Arthur brought to the Council's attention that local residents had raised concerns over traffic issues and parking at Pontyclun school. Members enquired as to the effectiveness of the green cones purchased by the Council to help alleviate disruptive parking the issues. However these did not appear to be in use.

**RESOLVED:** That the matter be referred to Working Group 4 Local Environment and that Councillor Margaret Griffiths, as a governor on the school, will contact the head teacher and the PCSO to discuss use of the green cones. A153

**Action 144** Members raised the question of ownership of both War Memorials at Miskin and Pontyclun.

**RESOLVED:** That the Clerk investigates ownership of both War Memorials at Miskin and Pontyclun. A146a

Following his meeting with Paul Lucas, Rhondda Cynon Taff County Borough Council's Monitoring Officer, Brendan O'Reilly declared his intention to put forward a motion at November's monthly meeting to request mediation assistance.

**7. Reports and recommendations from Working Groups**

(i) To consider the report from the meeting held on the 3 September, 2013 and its recommendations.

(a) To advertise the website on Pontyclun Community Council notice boards.

**RESOLVED:** That the Clerk will work with Councillor Paul Griffiths to advertise the website on Pontyclun Community Council notice boards. A154

(b) To erect street banners in the Pontyclun shopping area.

**RESOLVED:** That the Council agree in principle to street banners in Pontyclun.

(c) To provide better Signage.

**RESOLVED:** That the Council agree in principle to better signage for Pontyclun.

(d) To create and host a Pontyclun Art Week.

**RESOLVED:** That the Council agree in principle to create and host a Pontyclun Art Week.

Next meeting of Working Group 3 Local Economy at 7 pm 5 November, 2013.

### **Proposals for Expenditure for 2014/15**

Over a period of time the Council's Working Groups have been in consultation with the local community listening to their needs and ideas. A common theme became evident for improvements to be made to the visual aspect of Pontyclun, this in turn may lead to improving the quality of life in the area.

The Working Groups collated proposals and have been proactive in gaining further feedback from the residents and businesses of Pontyclun placing displays and inviting comments at the library, Community Centre and at the Council's Community Event. Enthusiastic responses had been received and these proposals are now presented to the Council.

#### **(ii) Working Group 4 Local Environment**

Convener of Working Group 4 Local Environment, Ann Bennett, presented the proposal appendix 11. In discussing the proposal it was recognised that local voluntary participation would be important in realising these projects.

**RESOLVED:** That the Council agree in principle for expenditure on the proposal of the 3 projects:  
Entrance to village from the North along Llantrisant Road £1,590.00  
Bank to North of Station £980.00  
Landscaping in front of toilets £6,025.00  
Working Group 4 Local Environment to further develop the proposal. A155

#### **(iii) Working Group 5 Social and Cultural Activities**

Councillor Janis Jones presented the Fun Day proposal, appendix 12.

**RESOLVED:** That the Council agree in principle for expenditure on the proposal of the Fun Day £2,052.00. A155

Councillor Margaret Griffiths presented the History Trail proposal, appendix 13.


**RESOLVED:** That the Council agree in principle for expenditure on the proposal of the History Trail with a total cash contribution from Pontyclun Community Council of £4,500.00  
Working Group 5 social and Cultural Activities to further develop the proposals.  
A155

#### **(iv) Working Group 3 Local Economy**

Councillor Paul Griffiths presented the Street Furniture and Maesyfelin Playing Fields proposal, appendix 13.

Item 1 Street Furniture was deferred to November's monthly meeting.

**RESOLVED:** That the Council agree in principle for expenditure on the proposal for capital expenditure for Maesyfelin Playing Field with a total cash contribution from Pontyclun Community Council of £85,000.00.  
Working Group 3 Local Economy to further develop the proposal. A155



8. **Report and recommendations from Clerk**

- (i) a) To approve Budget Monitoring Report

**RESOLVED:** That the Budget Monitoring Report listed in appendix 14 of the meeting's agenda be accepted by the Council.

- b) Budget Monitoring Report. Consider the initial draft budget for 2014/15.

The council wished to thank Karen James, Administrative Assistant, for producing an initial draft budget.

**RESOLVED:** That the Council noted the initial draft budget for 2014/15.

The Clerk reported that the office printer had broken and a replacement had been ordered through Rhondda Cynon Taff County Borough Council ICT department. In order to make this purchase a virement was required from the budget heading Hardware Maintenance Hardware of £140.00 to Hardware.

- ii To approved payment of Creditors

**RESOLVED:** That payment be approved to the creditors listed in appendix 14 of the Council's agenda.

- iii To receive and implement the recommendations of the internal auditor as set out in the report, appendix 16

**RESOLVED:** That the Council will implement the report, appendix 16, outlining the internal auditors recommendations. A156

- iv To formally approve the annual return for the financial year 2012-13, appendix 17.

**RESOLVED:** That the Council formally approve the annual return for the financial year 2012-13.

- ✓ To receive and adopt the revised Financial Standing Orders as proposed in the report, appendix 18

**RESOLVED:** That the Council adopt the revised Financial Standing Orders as proposed in the Report. A157

- vi To note the report on salary increase of 1% as agreed by the National Joint Council for Local Government Services, appendix 19

**RESOLVED:** That the Council noted the report on salary increase and instructed the Clerk to implement the new scales in accordance with the National Joint Council for Local Government Services. A158

- vii To approve the extra cost of wall paint and notice boards on the side of the Credit Union, appendix 20.

~~RESOLVED: That the Council agreed to the extra cost to of £600 for the Notice Board budget. A13~~

- viii To consider the report on Handyman's intention to retire in June 2014 and the recommendation for the Admin working group to consider the job description, salary, supervisory duties and process for appointing a replacement handyman, appendix 21.

~~RESOLVED: That the matter be referred to Working Group 1 Administration. A159~~

- ix Notify Council of office closure Half Term week 28 October - 1 November 2013.

~~RESOLVED: That the Council noted the office closer during week 28 October-1 November 2013.~~

- x To consider Planning Application received since last meeting, appendix 22.

~~RESOLVED: That the Council noted all planning applications in appendix 22. No comments were made.~~

#### **9. Notices of Motion from Councillors**

B. O'Reilly

Pontyclun Community Council request Rhondda Cynon Taff County Borough Council to place a weight restriction order on Heol Miskin to prevent quarry lorries and other large lorries delivering to the shops in Pontyclun, from using a residential road when there is an adequate major highway that has no impact on residents. Further the Community Council will organise a petition of residents that can be presented to RCT County Borough Council.

~~RESOLVED: That the Council requested the Clerk to write to Rhondda Cynon Taff County Borough Council requesting a weight restriction order by placed on Heol Miskin. A160~~

Meeting closed 10:00 pm

Next monthly meeting  
**7:00 pm 12, November 2013**  
at Pontyclun Community Centre.

*Margaret Giffels*  
12<sup>th</sup> November 2013