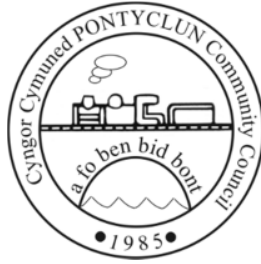


# Cyngor Cymuned Pontyclun Community Council

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## M I N U T E S

Minutes of the **June's monthly meeting** of Pontyclun Community Council held in Pontyclun Community Centre, Heol yr Orsaf, Pontyclun, at 7:00 pm on Tuesday, 10 June, 2014.

**PRESENT:** Community Councillors: Margaret Griffiths (Chair), Gwynn Griffith, Paul Griffiths, Janis Jones, Tony Lane, Huw Rees and Brendan O'Reilly.  
Councillor Paul Griffiths arrived at 7.50 pm having attended a Rhondda Cynon Taff County Borough Council meeting.

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

Apologies received for Councillors Ann Bennett, Ken Forsdyke and Gordon Norman.  
The Council accepted the apologies.

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

Councillor Janis Jones declared an interest for Item 6 Grant Applications.  
"I am an organiser of the Pontyclun Arts Festival."

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

Letter 15 April, 2014 from chairperson of Groes-faen Residents Group regarding hanging baskets in village.

Councillor Gwynn Griffith has spoken to the Groes-faen Residents Group and will put forward a report by the October Council meeting outlining plans for Summer 2015. The Clerk was instructed to write to the group explaining the Council decision on planting for summer 2014.

**RESOLVED:** That the Clerk be instructed to write to Groes-faen Residents Group explaining the Council decision on planting for summer 2014. **A229**

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

Police report – appendix 2

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

#### 5. **Minutes**

- (i) To confirm the minutes of the Council's monthly meeting, 8 April, 2014 as an accurate record – appendix 3a

**RESOLVED:** That the minutes of the monthly meeting 8 April, 2014 shown in appendix 3a be approved as accurate.

- (ii) To view actions arising from the Minutes of the Annual Meeting - – appendix 3b

**RESOLVED:** That the actions of the annual meeting 13 May, 2014 shown in appendix 3b be approved as accurate.

#### 6. **Grant Applications 2014 (Action 208)**

To decide on awards for grant applications received

**RESOLVED:** (i) That the Council awarded grants as follows

Llantrisant and District Local History Society	£200
Llantrisant Probus Club	£100
Miskin Manor Cricket Club	£200
Pontyclun Arts Festival	£500
Progress reports would be required for Council to consider further funding up to £3500	
Pontyclun WI	£100
Rhondda Cynon Taff Explore Scout Unit	£250
Young at Heart Monday Club	£100
Young at Heart Tuesday Club	£100
Ysgol Feithrin Pontyclun	£150

(ii) The Clerk was requested to seek further information from Merched Y Wawr and the Pontyclun and District Allotment Association, Maesyfelin. **A230**

Councillor Paul Griffiths arrived.

## 7. Matters arising from previous meetings – Action Table

### Action 168 – Bus Shelters

The Clerk reported following a Rhondda Cynon Taff County Borough Council consultation with local residents for the Ivor Arms bus shelter no responses were received.

On the 6<sup>th</sup> June, 2014 Clerk and Caretaker met with bus shelter company to continue with arrangements to install.

Concerns had been raised regarding the shelter at the Ivor Arms as it was located adjacent to a raised seating area at the Ivor Arms. The elevated platform may make it easier to climb onto the shelter roof. Members suggested anti climbing deterrent be used.

Young trees would need to be cut back/removed from the Cefn yr Hendy (North) site in order to erect the shelter. The Clerk will request Rhondda Cynon Taff County Borough Council to carry out the necessary work.

Councillor Tony Lane raised an outstanding matter relating to a request for a shelter at the bus stop outside Units 1 and 2 Cowbridge Road. No further progress could be reported to date.

**RESOLVED:** That the Council instructs the Clerk to -  
(i) request the bus shelter company to add anti-climbing deterrent to the shelter at Ivor Arms.  
(ii) liaise with Rhondda Cynon Taff County Borough Council to cut back/remove young trees at Cefn yr Hendy (North) site. **A168**

### Action 222 – Insurance Policy

The Clerk reported to the Council that she had e-mailed Zurich insurance and the following response had been received

*'I can confirm that a lot of other councils your size have £100,000 legal expense. And official indemnity is included on the Zurich policy, we include it as part of public liability cover an £10m. Vincent Liu Customer Account Manager Zurich Town, Parish and Community Council.'* Wed, 21 May 2014

The Clerk has also enquired with neighbouring local community councils who reported same, or less, level of legal expense insurance.

**RESOLVED:** That the Council agreed to maintain the current level of legal cover expense of £100,000.

### iii Pontyclun War Memorial – floodlights

The Clerk reported that she and the Caretaker had met with Centre Great at the site and is awaiting an estimate for the work to be carried out.

The Clerk also reported on the recent consultation exercise with local residents from which four responses had been received. Copies of the responses were listed in appendix 6.

Members were concerned that floodlights should not be erected at the site without the support of the local residents. Councillor Tony Lane assured the Council that he had received a positive response from some local residents. The Chair requested that Councillor

Lane encourages these local residents to contact the Clerk as part of the official consultation process.

**RESOLVED:** That Councillor Lane encourages those residents who support the erecting of floodlights at Pontyclun War Memorial to contact the Clerk. **A232**

**iv Action 227 - Day Centre – UPDATE**

To establish Steering Group and Management Review Group

Councillor Paul Griffiths distributed an update report to Members which confirmed that the change of service from Rhondda Cynon Taff County Borough Council to Pontyclun Community Council for the Day Centre had taken place. Councillor Griffiths outlined the short, medium and long term matters for the Council to consider. Members agreed to appoint a cleaner using the contingency fund to cover those costs.

Members supported the establishment of a Steering Group and Management Review Group for the Day Centre.

**RESOLVED:** That the Clerk appoints a cleaner for the Day Centre  
That the Council agree to establish a Steering Group and Management Review Group for the Day Centre. **A233**

**Action 202 – Coop Parking**

Councillor Margaret Griffiths reported to the Council that a PACT meeting to discuss this matter on the 1 July, 2014 has been arranged.

**Action 123 – Cinema Equipment**

Councillor Janis Jones reported that the equipment was now ready to be tested and encouraged anybody who may be interested to contact her in order to arrange a trial and gather feedback.

**8. Report and recommendations from Clerk**

i To approve budget report

**RESOLVED:** That the Council noted the budget report and thanked the Administrative Assistant, Karen James for preparing the information.

ii To receive Internal Audit report

The Council commended the Clerk and Administrative Assistant in achieving such a positive Report from the Internal Auditor.

**RESOLVED:** That the Council noted the Internal Audit report and will take into account the value of its reserve funds, Item 4 of the report and projects to be undertaken, when considering the precept to be raised later in the year.

iii To approve the Annual Return for 2013/14

**RESOLVED:** That the Council approved the Annual Return for 2013/14 as shown in appendix 9.

Councillor Tony Lane left the meeting

iv To approve the payment of creditors

**RESOLVED:** That the Council approved the payment of creditors as shown in appendix 10.

v Staff Matters

**RESOLVED:** That the Council approved the payment of holiday pay to Mr M Button as shown in appendix 11.

vi Bethel Chapel Revd. Peter Idris Taylor – Proposed September Fun Day

The Clerk reported that Reverend Taylor had visited the office to discuss a proposed Fun Day in Pontyclun. The Clerk informed Rev. Taylor of the June PAG event and the Fun Day supported by the Council in July. Pontyclun Primary School also have a planned event later in June. Members agreed that a collaborative approach to coordinate future events would be pursued by the Social and Culture Working Group.

**RESOLVED:** That the Council agreed for the Social and Culture Working Group to arrange a meeting of the local organisations in early autumn to discuss and explore options of collaborative working for future summer events. **A234**

vii OVW Motions for 2014 Annual Conference/AGM

**RESOLVED:** That the Council had no motions to put forward at the for the OVW Annual Conference/AGM.

viii One Voice Wales is able to offer member Councils a range of consultancy services

**RESOLVED:** That the Council noted the service.

ix OVW NATO Summit information event 09 May 2014

**RESOLVED:** That the Council noted the event

**RESOLVED:** That the Council noted the Welsh Government guidance.

xi Welsh Government - Local Government and Communities Community and Town Councils  
Welsh Government News

**RESOLVED:** That the Council noted the Welsh Government News.

xii Welsh Government – Local Government (Wales) Measure 2011 Part 7; Communities and  
Community Councils  
Explanatory Memorandum  
Guidance  
Summary of responses.

**RESOLVED:** That the Council noted the Welsh Government documents.

xiii Preparation for Community Consultation Event 6.30 pm Tuesday 15 July, 2014

The 2014 Community Consultation Event is to be held in the Day Centre. Start time 6.30. Payments of the successful grant applicants are to be awarded at the event. Councillor Janis Jones will arrange a publicity leaflet. Councillors agreed to promote the Councils work by dividing its functions and current and future projects as follows

Car Park	B O'Reilly
War Memorial garden, Ivor Woods and small pockets of land, footpaths.	P Griffiths
Public Convenience	K Forsdyke
Planting (hanging baskets/village signs/planters)	G Griffith
Day Service	M Griffiths
Christmas (trees/lighting)	B Theaker
Bus Shelters	Clerk
Website/noticeboards	Clerk
Railway Station	A Bennett
Fun Day and other community events	J Jones

**RESOLVED:** That the Council noted the date, time and venue of its community consultation event and will promote the Council's activity as shown in the table above. A235

xiv Welsh Government Public Health White Paper – Listening to you: Your health matters

**RESOLVED:** That the Council noted the Welsh Government Public Health White Paper – Listening to you: Your health matters

Meeting closed 9:50 pm

Next meeting is the Council's Annual Meeting

**7:00 pm 8 July 2014** at Pontyclun Community Centre