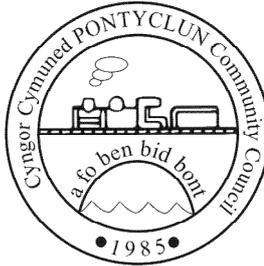


Cyngor Cymuned Pontyclun Community Council

Clerc - Catherine Craven
Swyddfa Cyngor Cymuned
Canolfan Gymunedol Pontyclun
Heol yr Orsaf
Pontyclun
CF72 9EE

Ffôn: 01443 238500
E-bost: pontycluncc@hotmail.co.uk
Gwefan: www.pontyclun.net



Clerc - Catherine Craven
Community Council Office
Pontyclun Community Centre
Heol yr Orsaf
Pontyclun
CF72 9EE

Telephone: 01443 238500
Email: pontycluncc@hotmail.co.uk
Website: www.pontyclun.net

M I N U T E S

Minutes of the **September 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, 10 September, 2013.

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

1. **Apologies for absence**

None

2. **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"
	"I am a member of Pontyclun Bowls Club"
Councillor T Lane	"I am a Member of the Management Committee of the Pontyclun Community Centre Management Committee"
Councillor G Norman	"I am a Member of the Management Committee of the Pontyclun Community Centre Management Committee"
Councillor M. Griffiths	"I am a member of Cantorion Pontyclun"

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

There were no members of the public present.

4. **Reports raised by residents/guests**

The Chair read out the Crime Report for August 2013 received from Dave Jones PCSO.

5. To confirm the minutes of the Council's 9 July, 2013 Monthly Meeting
as an accurate record.

RESOLVED: That the minutes of the Council's meeting of 9 July, 2013 be approved as an accurate record.

7:10 pm Monthly Meeting suspended.

Councillors T Lane and B O'Reilly reported to the Council on a meeting they had requested and attended with Paul Lucas, Monitoring Officer for Rhondda Cynon Taff CBC.

7:23 Monthly Meeting resumed.

6. Matters Arising

Action 145 Local Health Board Following the PCC Consultation Meeting on 10th July 2013 a response was sent to the LHB.

Action 137 Miskin CC Councillor H Rees reported to the Council that three councillors had visited Miskin Cricket Club during August and enjoyed watching Miskin play a visiting cricket team. Councillor Rees informed the council that the cricket screens purchased with financial assistance from PCC were in use and that the club wished to pass on its gratitude to the Council.

Action 123 Pontyclun Railway Station Councillor P Griffiths reported to the council that the public meeting had been held on 9th September 2013. Local residents raised a number of queries with Arriva Trains Wales. A further meeting has been arranged for Thursday 26th September, 2013 to discuss the proposal for local people to be involved in adopting the station.

Network Rail have arranged to meet councillors on 23rd October 2013 to discuss the issue of a licence to access land either side of the station and other issues.

RESOLVED: That the Council agree to fund printing of notices of the meeting to be held on 26th September. **A82**

Action 13 Notice Board Credit Union The Clerk reported that the wall had now been painted. However the 2013/14 budget did not include the cost of new notice boards as the resolution had been made when there was a change of staff. The Clerk will prepare a report for the Council's October monthly meeting. **A13**

Action 127 Asset Register The Clerk reported that the asset register remained an on-going piece of work and thanked Councillor L Arthur for supplying photographs of many of the Councils assets.

Councillor T Lane expressed a wish to view the Land Registry form for the purchase of the land at Brynsadler Mill held at the office. This can be arranged at the office through the Clerk.

Action 79c Old Computer Councillor Paul Griffiths reported that he had been in contact with Rhondda Cynon Taff CBC who have agreed to look into the matter and had passed on the Clerks details to make the necessary arrangements. The Clerk will implement **A79C**

Action 52c Report for Community Consultation Event Councillor K Forsdyke, the former chair and Councillor M Griffiths, current chair (MG) are in the process of preparing a report to deliver at next week's Community Consultation Event.

The Clerk reported that an invoice from Architect Martin Killick presented to the Council at the July Monthly meeting related to a 2.5% retention fee which was payable once the final certificate had been received.

RESOLVED: That the Clerk arranges payment of the balance due of £661.20

7. Community Consultation Event

The Community Consultation event will be held at Bethel Baptist Church, Pontyclun at 7:00 pm on Tuesday 17 September, 2013.

Notices have been displayed through the summer months on the council's notice boards. The Clerk has invited all recipients of Pontyclun Community Council 2012 Grants to the event and has arranged for tables to be available for the organisations to use to promote their activities in the local area. She reported that 4 organisations had confirmed they were attending. The Clerk was asked to follow up the remaining organisations with a telephone call.

The Chair, Councillor M. Griffiths, will open the event and each councillor will be invited to introduce themselves. Working Groups are requested to explain their work at the event and request feedback.

Councillors were reminded that any capital projects they may wish to propose for the next financial year should be presented at the Community Consultation Event to ensure that the feedback received from local residents and business informs the Council's future planning.

8. Public Toilets

The proposals for opening, closing and cleaning the toilets outlined in appendix 3 were discussed by Members. Further clarification of the current legislation on working time was requested by the Council.

RESOLVED: That the Clerk informs the Council at the next monthly meeting of the current legislation on weekly rest. **A46C**

9. Christmas Lights

The Council thanked the Chair for preparing the report, appendix 4.
The Council discussed the proposal set out in the report.

RESOLVED: That the Council agree in principle for the Clerk to arrange a meeting with Ian Chaney of Floodlighting and Electrical Services to explore PCC options and to report back at the next monthly meeting. **A143**

10. Councillors Motions

- (i) Councillor T Lane presented the motion

'That the Council requests of RCT CBC that the semicircles of grass in front of Maesyfelin Crescent and Park Crescent, Pontyclun be designated as Village Green. That improvements around the War Memorial be completed in time for the centenary of the First World War to take place in November 2014.'

Councillor Lane agreed that the above motion be discussed as two separate items.

The Council discussed the suggestion of an application to Rhondda Cynon Taff CBC that the semicircles of grass in front of Maesyfelin Crescent and Park Crescent be designated as village green. Through discussion it was established that in order to designate an area as village green a formal process had to be completed. Members discussed the Council's limited resources to embark on a formal application and also the low risk involved of these two areas being developed in future.

RESOLVED: That the motion to request RCT CBC to designate the semicircles of grass in front of Maesyfelin Crescent and Park Crescent as village green was not carried.

Councillor Lane's went on to outline suggestions for improvements around the War Memorial. Members considered these suggestions and agreed that they were a set of interesting ideas that should be presented to the wider community at the Council's Community Consultation Event. All councillors were informed that they could put forward suggestions to the October meeting for capital projects and that this could be one. Members agreed that research should also be carried out to identify any names of fallen soldiers not inscribed on its War Memorials. This could be done by placing notices in the Council's notice boards, on the community website and in The Diary. **A146**

Councillor Lane withdrew this second part of the motion

- (ii) Motion from Councillor A. Bennett

That this council review the commitment to providing the current number of hanging baskets in the three villages

RESOLVED: That Councillor A Bennett will put forward firm proposals at the October monthly Meeting **A130**

11 Report and recommendations from Clerk

- (i) To approve the payment of creditors - appendix 5

RESOLVED: That payment be approved to the creditors listed in appendix 5 of the Council's agenda

- (ii) To review Planning Application - appendix 5A

No comments were made by the Council

- (i) National Salary Award for Local Council Clerks 2013/14 appendix 6

The Council requested the Clerk to present a report at the next monthly meeting outlining all its employees' pay scales and national agreement for pay rises.

9:20 pm Councillor G Norman left the meeting

- (ii) External Auditors Report – appendix 7

Members discussed Mazars' report and agreed that clarification should be sought as to why it proposed to issue a qualified audit report. The Clerk was requested to make enquiries with Mazars and report back to the Council at the next monthly meeting. It was noted that the statutory deadline for the certification and approval of Section 3 of the Annual Return of 30 Sept 2013 would not be met. The Clerk was also requested to bring this matter to the attention of Mazars.

RESOLVED: That the Clerk make enquiries with the external auditor, Mazars, as to its proposal to issue a qualified audit report and to report back at the 8 October monthly meeting. The Clerk is to notify Mazars that the certification and approval of Section 3 of the Annual Return would not meet the 30 September, 2013 deadline.

12 Applications for grant funding – appendix 8

Councillor J Jones left the meeting 9:45

App no.	Organisation	Purpose of grant	Cost of project	Amount requested	Accounts submitted	Amount granted
1	Llantrisant and Pontyclun First Responder team	Advanced First Aid Training	£3600	£500	Yes	£500
2	Pontyclun and District Allotment Association: Maesyfelin	Metal garden shed	£3-400	£300	Yes	£150
3	Rhondda Cynon Taff Explorers Scout Unit	Cost of Duke of Edinburgh Awards	unknown	Any	Yes	£100
4	Pontyclun Athletic Ladies Bowling Club	Purchase of bowls gatherers and pick up aids	£4-500	£4-500	Yes	£200
5	Edgeley Thomas	Printing of WW1 pen portraits	£200	£200	No	£200
6	Perkin Elmer Ladies Bowls club	Cost of branch activities, new bowls wear and equipment	£700 plus £20 per person	Any	Yes	More info required

7	Llantrisant Probus Club	Cost of branch activities	£150	£100	Yes	£100
8	Merched y Wawr	Cost of branch activities	£320	£150	Yes	£100
9	Pontyclun Athletic Bowls Club	Cost of branch activities	£500	£250	Yes	£100
10	Over 50 Young at Heart Club (Mondays)	Cost of branch activities	£1385	£200	Yes	£100
11	Pontyclun WI	Cost of branch activities	£1000	£100	Yes	£100
12	Pontyclun Bosom Pals	Cost of branch activities	£1000	£500	Yes	£150
13	Over 50 Young at Heart Club (Tuesdays)	Cost of branch activities	£2550	£150	Yes	£100
14	Cantorian Pontyclun	Cost of activities	£500	£200	Yes	£100
15	Pontyclun Old Age Pensioners Association	Cost of branch activities	unknown	£100	Yes	£100
16	Bridgend Samaritans	Cost of branch activities	£25000	£100	Yes	0
17	Shelter Cymru	Cost of activities	unknown	Any	No	0
18	Bobath Children's Therapy Centre Wales	Cost of activities	£1million	Any	Yes	0

RESOLVED: That the grants are awarded as shown in the table

Councillor A Bennett left the room during the Council's discussion for applications 4 and 9 Pontyclun Bowls Club

Councillor M Griffiths left the room during Council's discussion for application 14 Cantorian Pontyclun

13 Questions from Councillors – appendix 9

Members discussed the contents of Councillor Lane's e-mail in which a number of statements were made.

The Clerk was requested to record that these statements made by Councillor Lane do not in any way form part of the official records of Pontyclun Community Council and that these statements are not accepted as accurate by some members.

Councillor's Lane's Questions were answered as follows:

QU 1 The Clerk had forwarded to Paul Lucas, Monitoring Officer for Rhondda Cynon Taff CBC, relevant details of the gratuity claim and had received a reply from Mr Lucas thanking her for the information.

QU 2 Once Pontyclun Community Council has approved the annual budget, the Clerk is not required to seek a further resolution from the Council in order to make expenditure against an item

in the approved council budget. The Clerk was requested to seek confirmation on this matter from One Voice Wales. **A147**

QU 3. Council documents are open and may be viewed by Councillors and members of the public. Councillor Lane will arrange with the Clerk to visit office and view documents as requested.

QU 4 The Standing Orders of the Council were reviewed at the meeting of 4th June 2013. The Council agreed to limit the number of motions from each Community Councillor at each monthly meeting to one. The names of the Community Councillors had not originally been recorded by the Clerk on the vote taken.

It is noted that the vote was as follows –

6 votes for the motion – Councillors L Arthur, A Bennett, K Forsdyke, M Griffiths, J Jones, H Rees

2 votes against the motion – B O'Reilly and Councillor G. Griffith

1 abstention – Councillor Lane who believed the motion was unlawful since it was added to the Standing Orders on the night.

The Clerk pointed out to all Councillors that the review and adoption of revised Standing Orders allowed for changes to be discussed. This would be agreed at the meeting and for the new standing orders to be adopted by the Council.

QU 5 In his capacity as an RCT CBC Councillor P Griffiths informed Councillor Lane that the position of the bus stop outside Tesco in Pontyclun and associated problems was being investigated and was work in progress.

QU 6 Addressed under matters arising

Meeting Finished at 10:05 pm

Date of next Council Monthly Meeting 7pm, 8th October, 2013