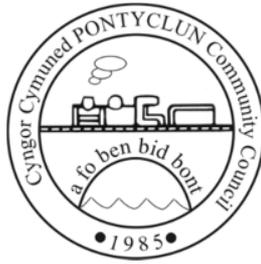


# Cyngor Cymuned Pontyclun Community Council

Swyddfa Cyngor Cymuned  
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## M I N U T E S

Minutes of the **February's 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, 11 February, 2014.

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

1. **Apologies for absence**

Apology received from Paul Griffiths and Gordon Norman.  
Members accepted both apologies.

2. **Declaration of Interest**

None received.

3. **Reports and presentations from others**

None raised.

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

- i Invitation to the Samaritans Annual General Meeting Thursday 27 March, 2014 - appendix 1

**RESOLVED:** That the Clerk write to the Samaritans to thank the Samaritans for their invitation but confirm that no representative of the council will be attending their Annual General Meeting. **A185**

- ii E-mail from Mr J Vincent regarding the problem of congestion at the junction of Cowbridge Road and the access road Heol-yr-Felin - appendix 2

Members acknowledged the traffic congestion problems around this area, much of which is caused by the inconsiderate and illegal parking of a few. The Council has taken positive action to try and alleviate some of the problems faced, in particular at school dropping off and picking up times, by purchasing green cones for Pontyclun Primary School to use outside its gates. These cones have proven to be effective in calming the parking problems during school peak times. Members discussed illegal parking in the area and whether the CCTV could help identify vehicles. Members recognised road improvements through the village would not be considered unless there was a significant increase of traffic given the financial pressures facing Rhondda Cynon Taff County Borough Council. Any road improvements which could be funded would need careful consideration to ensure no further problems would be incurred. Not all Members agree that a roundabout at the junction of Cowbridge Road would provide a solution to the traffic problems. Members questioned if there are shop delivery time restrictions in place and if there are to confirm the times.

**RESOLVED:** That the Clerk contact the following departments at Rhondda Cynon Taff County Borough Council regarding the problem of congestion at the junction of Cowbridge Road and the access road Heol-yr-Felin

- i) Civil Parking Enforcement Officer regarding illegal parking in the area
- ii) CCTV unit regarding illegal parking in the area
- iii) Planning Officer to establish if there are delivery time restrictions in force and if there are what are these times. **A186**

5. **To confirm the minutes of the Council's monthly meeting, 14 January, 2014 as an accurate record** - appendix 3

**RESOLVED:** That the minutes of the monthly meeting 14 January, 2014 shown in appendix 3 be approved as an accurate record.

6. **Matters arising** – Action Table appendix 4

- (i) **Action 184 - Arts Festival** – appendix 5

Councillor Janis Jones presented the report tabled appendix 5. In principle the Council supports hosting an Arts Festival in Pontyclun. Councillor Jones and Julie Croad are working to expand the committee. Members suggested the period of the festival is shortened to 7 to 10 days to ensure a focus on the events.

Recommendation 2 - (£500 towards the running costs of the event). Withdrawn.

Recommendation 3 - (£500 towards prizes for the event). Withdraw.

The Arts Festival committee will be advised to apply for a community council grant by Councillor Jones.

**RESOLVED:** That the Council supports the arts festival by allowing the festival to be organised with the support of Pontyclun Community Council.

**(ii) Action 179 – Welsh Government Review of Access and Outdoor Recreational Legislation**

Councillor Bennett will prepare a report noting the main points of the Welsh Government Review of Access and Outdoor Recreational Legislation to the March meeting to assist the Council in deciding on any comments it may wish to put forward.

**RESOLVED:** That Councillor Bennett tables at the March meeting a report outlining the Welsh Government Review of Access and Outdoor Recreational Legislation. **A179**

**(iii) Action 176a – Y Pant Governing Body - appendix 6**

Y Pant School governing body has confirmed that there is no place on the governing body of the school for a governor from a minor authority. Members commented that the Council could write directly to the school governors should the need arise. The Clerk confirmed that there is a contact list of all the governors on Y Pant School's Governing Body in the Community Council office.

**RESOLVED:** That the response be noted.

**(iv) Action 162 – New posts**

Update from Clerk

The Clerk reported that a total of 11 application forms had been received for the Caretaker post and 10 application forms had been received for the Assistant Caretaker post. No interest or application forms had been received for the post of Public Convenience Weekend Caretaker. Councillors M Griffiths, J Jones and K Forsdyke and the Clerk are in the process of selecting candidates for interview. The interviews will take place before the March meeting at which the selected panel will make its recommendations to the Council.

**RESOLVED:** That the selected panel of Members and Clerk will shortlist for interview, interview and make its recommendations for suitable candidates for the posts of Caretaker and Assistant Caretaker to the Council at the March meeting.

**(v) Action 155 Project Updates appendix 7**

**History project** Cllr M Griffiths/Clerk

No update given at this meeting.

## **Fun Day** – Cllr. J Jones with 3 recommendations

Councillor Janis Jones outlined the report shown as appendix 7 and confirmed the Fun Day is scheduled to be held on the Saturday 5<sup>th</sup> July, 2014. The event will be held at Pontyclun Rugby Club. Working in partnership with local sport and youth organisations the day will offer a wide range of taster sport sessions for all ages. For information the Pontyclun Action Group is hosting a fete on Saturday 14 June, 2014. Though the emphasis on activities are very different both events will be offering local residents a fun day for all to enjoy.

**RESOLVED:** That the Council agree to

1. Work with Pontyclun Rugby club to organise a fun / sports day in July for the community of Pontyclun.
2. Appoints Cllr Janis Jones to work with the rugby club to organise the event.
3. Requests project updates including estimated expenditure that does not go over the budget that has been included within the Council's project plans.

- (vi) **Action 152 – Christmas Lights** appendix 8  
Reply from Highways Department RCT CBC regarding catenary wire.

**RESOLVED:** That the Council note Rhondda Cynon Taff County Borough Council's response regarding the catenary wire remaining in place throughout the year.

- (vii) **Action 146b - Floodlights Lights at Pontyclun War Memorial**  
Consider Cllr T Lane request at January's meeting for floodlights at Pontyclun Cenotaph.

Members discussed placing floodlights at the Pontyclun War Memorial. Not all members were in favour of floodlights and reference was made to the Council's public consultation meeting, held September 2013, in which local residents noted that they were happy with the War Memorial as it is.

On Remembrance Sunday, out of respect, Members would be grateful if the local sports clubs did not host home matches. The Clerk will write to the Rugby and Football Clubs asking if they will co-operate and not hold matches during the Remembrance Sunday Service.

The Clerk reported a One Voice Wales conference; Conserving and maintaining Welsh War Memorial heritage on the 27 March 2014 in Builth Wells. No Member was available to attend.

**RESOLVED:** That the Council request the Clerk to

- 1 Investigate the feasibility of erecting floodlights at the site of the Pontyclun War Memorial.
- 2 Write to the local sports clubs requesting that no home games are hosted during the Remembrance Sunday Service.
- 3 That the Council would not be attending the One Voice Wales conference.

**(viii) Action 123 – Cinema**  
Update from Cllr. J Jones

Councillor Janis Jones reported trials were being organised at various venues to test the cinema equipment and to gauge the overall experience provided. Councillor Jones will report back to the Council in due course with the results of the tests taken.

**RESOLVED:** That the Council noted the testing of the equipment at various venues and await the results.

**7 Report and recommendations from Clerk**

- i To approve budget report Appendix 9a  
To approve virement Appendix 9b

**RESOLVED:** That the Council approved  
(i) Budget report for 2013/14 and the budget for 2014/15 as shown in appendix 9a  
(ii) Virement shown in appendix 9b

- ii To approve the payment of creditors - appendix 10

**RESOLVED:** That the Council approved payment of creditors as shown in appendix 10.  
That the Clerk forward the Handyman's new mobile number to the Centre's Management Committee in case of emergencies. **A187**

- iii To consider planning applications – appendix 11

**RESOLVED:** That the Council had no comments.

- iv To appoint Gwyn Evans to internally audit accounts for 2014/15

The Clerk reported that the Local government audit and inspection fee scales 2014-15 had been received.

[http://www.wao.gov.uk/sites/default/files/download\\_documents/WAO\\_Local\\_government\\_Audit\\_and\\_Inspection\\_Fees\\_Consultation\\_Doc\\_English\\_2014.pdf](http://www.wao.gov.uk/sites/default/files/download_documents/WAO_Local_government_Audit_and_Inspection_Fees_Consultation_Doc_English_2014.pdf)

Annual Income or Expenditure (fees are payable on whichever is the higher each year)	Type of audit	Proposed fee	Fee charged in previous year
£100,001 - £200,000	Basic	£415	£575

The proposed fee for 2014/15 is £160 lower than this current financial year.

The Clerk also reported the following -

3. The Auditor General intends to replace the current two-tier (basic/intermediate) approach with a single form of audit for all town and community councils, similar to the current intermediate audit, from the 2015-16 year of accounts onwards. The revised approach will encourage councils to focus on improving their financial management and governance arrangements, and increase the public reporting of issues arising from audit work.

One Voice Wales requested to be informed of any views that the Council may have on the content of the consultation by no later than 24 February 2014 so that a composite response can be developed on behalf of the sector.

**RESOLVED:** That the Council agreed to appoint Gwyn Evans to internally audit accounts for 2014/15.  
That the Council welcomes the proposed reduction in audit fees for 2014/15 and requests the Clerk to notify One Voice Wales accordingly. **A188**

- v To consider all Grant Applications 2014 received including the Grant application made by the Samaritans in September 2013 (Action 161) appendix 12

The Clerk reported that two further grant applications had been received after the February agenda was produced and these will be tabled in March's meeting for Council to consider.

- Ysgol Feithrin Pontyclun £250 (50% of total cost of outdoor play equipment)
- YGGG LLantrisant donation towards shrubs/plants on borders of school grounds

**RESOLVED:** That the Council approve the Samaritans grant application of £100 as outlined in appendix 12.  
Clerk to table two further grant applications received at March meeting. **A189**

- vi Accept resignation of Councillor Len Arthur from council and instruct Clerk to notify the Elections Officer at Rhondda Cynon Taff County Borough Council - appendix 13

Members thanked Councillor Len Arthur for the valuable contribution he made during his time as Community Councillor.

**RESOLVED:** That the  
(i) Council accepts Councillor Len Arthur's resignations  
(ii) Clerk notifies Rhondda Cynon Taff of the Casual Vacancy  
(iii) Clerk sends a letter on behalf of the Council to thank Councillor Arthur for the valuable contribution he made during his office. **A190**

- vii To comment on the Welsh Government Consultation Document Positive Planning – appendix 14

Councillor Ann Bennett raised concerns in the Welsh Government Positive Planning – A consultation on proposals to reform the planning system in Wales report in which it is proposes to relax planning laws which may threaten village greens and open spaces. Councillor Bennett will draft a response concerning issues on the environment for the Clerk forward on before the 26 February, 2014 closing date.

**RESOLVED:** That the Clerk sends a response to the consultation on the Welsh Government draft Positive Planning Bill. **A191**

- viii To consider Round-Table Discussion meeting with Mick Antoniw on the 20 February, 2014 – appendix 15

Neither the Chairperson nor the Clerk is able to attend this meeting.

**RESOLVED:** That Councillor Ann Bennett attend the meeting with Mick Antoniw on the 20 February, 2014 **A192**

- ix Pontyclun Day Centre – appendix 16

Report with recommendation for the Council to

1. Express its interest in taking a lease on the Day Centre facility and submits the completed form in Appendix A
2. Ask the Administration Working Group to prepare an outline business plan for the provision of a meal service for consideration by the Community Council and RCT Council as part of stage two.

Councillor Margaret Griffiths presented the report tabled as appendix 16. Councillors M Griffiths and K Forsdyke had met with the day centre's service users on Friday 7 February 2014. At the meeting its was established that the service users did not want to consider a different site but would consider a slight increase in the cost of the meals if this service could be provided at the Pontyclun Day Centre.

**RESOLVED:** That the Council agree to

- (i) Request the Clerk to submit the expression of interest form as shown in appendix 16a.
- (ii) The Administration Working Group meet on Monday 24 February, 2014 at 7 pm at the Council offices to prepare an outline business plan for the provision of a meal service for consideration by the Community Council and RCT Council as part of stage two. **A193**

**8 Notices of Motion from Councillors**

None received

**9 Questions from Councillors**

None received

**10. Matters of discussion but not decision**

Following Rhondda Cynon Taff County Borough Council's Cabinet Report by the Director of Education and Lifelong Learning – Review of School Catchment Areas (22 January, 2014) Councillor Gwynn Griffith explained the report's outlined proposed changes to realigning the secondary school catchment area is of great concern to the residents of Groesfaen. The proposed change to be made to the catchment area of Y Pant School would involve part of its catchment area, including Groesfaen, being transferred to the catchment area of Bryn celynnog Comprehensive. Councillor Griffith told Members that the proposal put forward by the Borough Council is causing considerable strength of feeling against such a change and asked the Council for support the residents of Groesfaen in opposing any changes to the Groesfaen school catchment area.

Councillor Ann Bennett left the meeting at 9.40 pm.

**RESOLVED:** That the Clerk is requested to forward a letter of support from the Council for Groesfaen to remain in the catchment area for Y Pant School. **A194**

Meeting closed 9.45 pm

Next monthly meeting

**7:00 pm 11, March 2014** at Pontyclun Community Centre