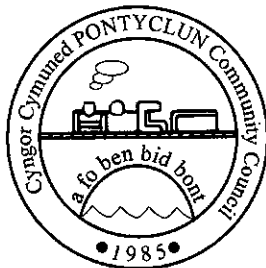


Cyngor Cymuned Pontyclun Community Council

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Swyddfa Cyngor Cymuned
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M I N U T E S

Minutes of the **November 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 November, 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.

Also present: A member of the public.

1. **Apologies for absence**

Councillor Len Arthur apologises in advance as he will not be attending the December nor January meetings. Members accepted Councillor Arthur's apology.

2. **Declaration of Interest**

None received.

3. **Reports and presentations from others**

(i) Presentation by Mrs Jan Watson and Mr John Roberts, Samaritans

Bridgend Samaritans receive 25,000 calls a year. The exact location of each caller is not recorded for confidential reasons however the office covers from Neath Port Talbot up as far as the A470 Cardiff. The service is funded by fundraising and is run by volunteers. Councillor G Norman expressed his sadness that a reputable charity such as the Samaritans should be asked to present their application in order to be considered for local grant funding. The Chair thanked both Mrs Watson and Mr Roberts for the opportunity to learn more about the work of the Samaritans at a local level and noted the valuable service it provided to very vulnerable people.

RESOLVED: That the Clerk will write to inform the Samaritans that their grant application will be considered in February 2014 revisit the Samaritan Grant Applications. A161

Mrs Jan Watson and Mr John Roberts left meeting

Margaret Griffiths
MB
6.1.2014

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

None raised

5. **To confirm the minutes of the Council's monthly meeting, 8 October, 2013 as an accurate record.**

RESOLVED: That the minutes of the monthly meeting 8 October, 2013 be approved as an accurate record

6. **Matters arising – Action Table**

(i) **Action 160 – Report on Weight Restriction for Heol Miskin –appendix 4**

RESOLVED: That the Council agreed to contact
(i) Hansons and request that they agree a voluntary agreement not to use Heol Miskin as the preferred route to the M4 but to use the A473
(ii) Stone Supplies on Station Terrace and request that they agree a voluntary agreement not to use Heol Miskin as the preferred route to the M4 but to use the A473. A160

(ii) **Action 159 – Staffing Matters. Report on appointment of community caretaker, assistant community caretaker and weekend toilet caretaker - appendix 5**

This matter was deferred to Item 7 (i) Working Group 1

(iii) **Action 157 – Decision on receipt of Standing Orders, Financial Regulations and Code of Conduct**

RESOLVED: That Members completed the circular noting their preferred method of receiving the Standing Orders, Financial Regulations and Code of Conduct. The Clerk will action accordingly. A157

(iv) **Action 152 - Christmas Lights virement appendix 6**

RESOLVED: That the Council agree the virement of £659.50 required to purchase icicles from the Administration/Travel Expenses to Christmas Budget A152

(v) **Action 82 – Adopt a Station – report appendix 7**

Kayleigh Tewksbury from Rybec Homes expressed an interest in working with the Council to promote Pontyclun. Contact details were exchanged and an invitation to join Working Group 3 Local Economy was extended by the convener Councillor Paul Griffiths. Next meeting is scheduled for Tuesday 19 November at 7.00pm.

RESOLVED: That the Council agreed to
(i) Advertise for a volunteer to co-ordinate the Friends of Pontyclun Station group
(ii) Ask groups, churches and businesses to financially sponsor a flower basket at the station
(iii) Ask groups, churches and businesses to maintain a flower basket at the station

A82



(vi) **Action 146 – War Memorials**

Councillor Len Arthur updated Members on the progress made to date. He had been advised that the British Legion will assist with researching any names of fallen soldiers to ensure the correct details are used.

The Clerk advised that Rhondda Cynon Taff County Borough Council had recently confirmed ownership of both Pontyclun and Miskin War Memorials. The Clerk was preparing a report for next month's Council meeting detailing the work Pontyclun Community Council undertakes at both Memorials for Members to consider in 2014/15 budget.

(vii) **Action 153 – Disruptive Parking**

Clerk was requested to enquire with the school and police as to the success of the green cone scheme.

7. Reports and recommendations from Working Groups

(i) **Working Group 1 Administration**
Staffing Matters. Handyman and Public Convenience Caretaker - appendix 8

Members asked for clarity on Item (v) that stated that the Clerk appoint these staff with advice from nominated councillors noted in the report. The Clerk advised that she would investigate and report back to the Council.

RESOLVED: That the Council agreed

- i. The job description and salary of the community caretaker
- ii. To employ a part time assistant community caretaker
- iii. To employ a weekend toilet cleaner
- iv. The timetable for the appointments
- v. Not to place an advert in The Observer
- vi. That the following Members – Councillors Ken Forsdyke, Margaret Griffiths, Janis Jones and the Clerk are delegated the powers to shortlist and interview prospective candidates and will report back their recommendations for final Council approval.

A162

(ii) **Working Group 2 Community Engagement**

Community Engagement Policy - appendix 9

RESOLVED: That the Council agreed to adopt the Community Engagement Policy as shown in appendix 9. A163

(iii) **Working Group 4 Local Environment**

Councillor Paul Griffiths presented the report, appendix 9. Members agreed that floral displays at eye level would have more visual impact than the previous arrangements of hanging baskets on lampposts. Possible locations within the wards were also discussed.

RESOLVED: That further report providing details information on location, costs and existing provision be provided for December meeting. A164

Kayleigh Tewksbury left meeting.

8. Report and recommendations from Clerk

(i) To approve Budget Monitoring Report.

Members wished to thank Karen James, Administrative Assistant, for the preparation of Budget Monitoring Reports.

RESOLVED: That the Budget Monitoring Report listed in appendix 11 of the meeting's agenda be accepted by the Council.

ii To approved payment of Creditors.

RESOLVED: That payment be approved to the creditors listed in appendix 12 of the Council's agenda

iii To agree and implement the Independent Remuneration Panel for Wales draft Annual Report, February 2014.

RESOLVED: That the Council agree to implement Independent Remuneration Panel for Wales draft Annual Report, February 2014 as listed in appendix 13 as follows

- 3.8 Determination (7) £100 Costs incurred - not agreed
- 3.8 Determination (8) HMRC mileage allowance – agreed
- 3.8 Determination (9) Subsistence expenses – delete Cardiff overnight. Agree to all other areas
- 3.8 Determination (10) Attendance Allowance – not agreed
- 3.8 Determination (11) Financial Loss Allowance – agreed
- 3.8 Determination (12) Civic Allowance – not agreed A165

iv Mazars.

- (a) Request a correct qualification for 2011/12.
- (b) Notice of Conclusion of Audit and right to inspect the Annual Return for year ended 31 March 2013 are being displayed for the required 14 day period.

RESOLVED: That the Council

- (a) instructed the Clerk to request a correct qualification for 2011 and 2012.
- (b) noted that the Notice of Conclusion of Audit and right to inspect the Annual Return for year ended 31 March 2013 was placed on display on the website and also in the Council's noticeboards and will remain in public view for for the required 14 day period. A166

v Proposed office closure Xmas 23 Dec – 3 Jan 2014.

RESOLVED: That the council approved the office closure over the holiday period (23/12/13-3/1/14)

vi Report on Notice Boards.

Members discussed the report, appendix 15, and the importance of providing Council information for the public to view in each ward and in a variety of locations.

RESOLVED: That the Council agreed to

- a. retain the notice board at Groesfaen,
- b. retain the notice board outside the office and day centre
- c. remove the notice boards from Miskin Heights, St. Paul's Church and outside the old post office in Brynsadler
- d. replace the notice boards outside the Library, outside the Pontyclun Post Office and in the church yard of St David's Church Miskin at a cost of £543.00 A167

vii Report on Bus Shelter.

RESOLVED: That the report, appendix 16, be developed further. A168

viii To note letter from Rhondda Cynon Taff County Borough Council dated 21 October 2013 relating to submitting precept.

RESOLVED: That the Council noted the correspondence from Rhondda Cynon Taff County Borough Council dated 21 October 2013 relating to submitting precept.

ix To consider planning applications received since last meeting.

RESOLVED: That the Council had no comments to make

x Urdd National Eisteddfod. To consider request for financial contribution to support 2014 festival.

RESOLVED: That the Clerks notifies the Urdd's of the Councils decision to decline the request for financial contribution to support the 2014 National festival.

xi Urdd Gobaith Cymru. To consider request for support their work in the local area.

RESOLVED: That the Clerk forwards a grant application form to Urdd Gobaith Cymru. A169

xii To respond to the Air Quality Action Plan document as outlined in Rhondda Cynon Taff County Borough Council's letter dated 9 October, 2013.

RESOLVED: That the Council noted the Air Quality Action Plan document as outlined in Rhondda Cynon Taff County Borough Council's letter dated 9 October, 2013.

9. Notices of Motion from Councillors

(i) B. O'Reilly & Councillor T Lane

The Council considers the offer from Mr Paul Lucas, Monitoring Officer, Rhondda Cynon Taff County Borough Council to provide mediation to the Community Council.

Councillor Lane asked the Clerk to explain once again why his motion was not included on this agenda.

The Clerk advised the Council that the motion submitted by Councillor Lane was rejected as his request for 'this council to agree to a non binding mediation by Mr P Lucas' was in essence the same as a motion submitted by B. O'Reilly's. This read 'the council considers the offer from Mr Paul Lucas to provide mediation to the Community Council' and was received prior to Councillor Lane's request. The Clerk notifies Councillor Lane on the 4th

November 2013 that 'the same motion has already been submitted and included on the November agenda by B O'Reilly'.

A named vote was requested.

RESOLVED: That the Council voted against the motion to engage Paul Lucas, Director of Legal and Democratic Services at Rhondda Cynon Taff County Borough Council.
The vote was recorded as follows –
For: Councillors Gordon Norman, Brendan O'Reilly, Tony Lane, Gwyn Griffith.
Against: Councillors Paul Griffiths, Huw Rees, Janis Jones, Margaret Griffiths, Ann Bennett, Len Arthur, Ken Forsdyke

(ii) Councillor K Forsdyke

This Council objects to the proposal by RCT CBC to close the Library in Pontyclun and asks the Clerk to write to RCT objecting strongly and demanding that this educational service be maintained for the use of members of the community of all ages.

Councillors Margaret Griffiths and Paul Griffiths did not participate in any discussions or the voting on this matter.

Members discussed how the closure of the library will have a detrimental long term effect of the area. A petition has been circulating and has over 2,000 names to date and following request from Llanharry and Llanharan petition forms have been circulating there too.

RESOLVED: That the Council instruct the Clerk to write to Rhondda Cynon Taff County Borough Council objecting strongly and demanding that this educational service be maintained for the use of members of the community of all ages A170

10.00 pm Standing Orders suspended to allow last item of business to be discussed.

(iii) Councillor L Arthur

Councillor Arthur withdrew Item 4 in his motion.

The Pontyclun Community Council believes that the cuts in services (youth provision; meals on wheels; library provision; school admission arrangements; and day centres) as detailed in the Report of the Corporate Management Team to the RCT Cabinet meeting 21 October 2013 "service change proposals phase 1" will degrade service provision and the quality of life in Pontyclun and other communities in RCT. Whilst acknowledging the UK and Welsh Government decisions provide an unacceptable financial context to these proposals we call upon:

1. RCT councillors to explore all alternatives to making cuts in services and jobs.
2. RCT councillors to vote against these proposals and join with us, trade unions and communities across RCT to challenge the decisions of the two governments.
3. The Pontyclun Community Council will respond to the consultation within the terms of 1 and 2 above.
4. The Pontyclun Community Council will call a public meeting as soon as practicable to provide our community with an opportunity to have an open discussion in relation to these proposals.

RESOLVED: That the Clerk write to Rhondda Cynon Taff County Borough Council requesting

1. RCT councillors to explore all alternatives to making cuts in services and jobs.
2. RCT councillors to vote against these proposals and join with us, trade unions and communities across RCT to challenge the decisions of the two governments.
3. The Pontyclun Community Council will respond to the consultation within the terms of 1 and 2 above.

Meeting closed 10:15 pm

Next monthly meeting
7:00 pm 10, December 2013
at Pontyclun Community Centre.

Margaret Gifford
6.1.2014