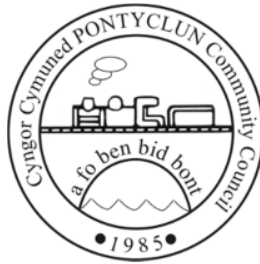


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M I N U T E S

Minutes of the **July monthly meeting** of Pontyclun Community Council held at Café 50, Pontyclun Community Centre, Heol yr Orsaf, Pontyclun, at 7:15 pm on Wednesday 15 July, 2015.

PRESENT: Community Councillors: Ken Forsdyke, Margaret Griffiths (Chair), Paul Griffiths, Janis Jones, Tony Lane, Brendan O'Reilly and Bethan Theaker

1. **Apologies for absence**

Apologies received from Community Councillors Ann Bennett, Gwynn Griffith and Huw Rees
The Council noted the apologies for absences.

Written request for approval of absence received from Community Councillor Gordon Norman - appendix 12

The Council approved Councillor Gordon Norman's apology for absence. See also Item 9ix for full details.

2. **Declaration of Interest**

Councillor Margaret Griffiths "I am a member of Rhondda Cynon Taff County Borough Council Planning Development Committee".

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

i Mr Steve Parsons, Store Manager, Coop, provided information on deliveries to store during May as requested by the Council at last meeting.

The Clerk distributed a hard copy of these details also provided by Mr Parsons.

RESOLVED: That the Council continues to explore practical options to address the on-going problematic parking of delivery vehicles. **A342**

4. **Reports and presentations from others**

None received

5. **Minutes**

(i) To confirm the minutes of the Council's monthly meeting, 17 June, 2015 as an

accurate record – appendix 1

Councillor Brendan O'Reilly requested the Clerk record that in his opinion Item 9 vi was not an accurate record. **A343**

RESOLVED: That the Council approved the minutes of the 17 June, 2015 meeting as an accurate record as shown in appendix 1

6. Notices of Motion from Councillors

None received

7 Matters arising from previous meetings – Action Table

Appendix 2

Action 336 – Dates for Council meetings

Community Centre Management Committee has changed its meeting dates and no longer fall on the same date as the Community Council monthly meetings.

RESOLVED: That the Council noted the dates as shown in appendix 2

Action 327 – Planning objection for Chapel House, Groesfaen 15/0453/10 - appendix 3a

RESOLVED: That the Council noted the RCT CBC letter dated 19/6/15 confirming receipt of comments submitted as shown in appendix 3a.

8 Report and recommendations of Committees and Working Groups

None received

9 Report and recommendations from Clerk

i To approve the payment of creditors

Appendix 4

Councillor Brendan O'Reilly left meeting during this discussion and was not present when the Council discussed and agreed the action on this item

RESOLVED: That the Council approved the payment of creditors as shown in appendix 4

ii To approve the budget monitoring report

Appendix 5

RESOLVED: That the Council approved the budget monitoring report as shown in appendix 5

iii To consider planning applications

Appendix 6

Councillor Ken Forsdyke provided Members with a summary of the applications shown in appendix 6.

The Clerk provided hard copies of 2 further applications received after the

agenda had been sent. As these would not ordinarily be tabled until the September meeting the Council considered these too. Councillors Paul Griffiths and Ken Forsdyke had seen these applications on the RCT website and both raised concerns at the 15/077/10 Ottersbrook planning application. The Council instructed the Clerk to submit a comment for this application.

A recorded vote was requested

For: Community Councillors: Ken Forsdyke, Margaret Griffiths (Chair), Paul Griffiths, Janis Jones, and Bethan Theaker

Against: 0

Abstained: : Community Councillors: Tony Lane and Brendan O'Reilly

RESOLVED: That the Council instructs the Clerk to submit an objection on planning application 15/077/10 Ottersbrook as it has concerns that the infrastructure may not be able to support the earth movement required to construct a bund. **A344**

- iv To nominate representative to attend a planning training workshop for community and town councillors on Monday, 14 September, 2015 in Llantwit Major.

Appendix 7

RESOLVED: That the Council nominated Bethan Theaker to attend. **A345**

- v To consider and comment on the Public Health (Wales) Bill – Provision of toilets available for use by the public recently introduced to the National Assembly for Wales. The Bill and its Explanatory Memorandum are available on the National Assembly for Wales website at: <http://www.assembly.wales/en/bus-home/bus-legislation/bus-legislation-progress-bills/Pages/bus-legislation-progress-bills.aspx>. Hard copy can be requested from the office.

RESOLVED: That the Council had no comments to submit on this Bill.

- vi To note delay in publishing the Public Health (Wales) Bill to the area of the National Assembly for Wales website. Hard copy can be requested from the office. <http://www.senedd.assembly.wales/mgIssueHistoryHome.aspx?IId=12763>

RESOLVED: That the Council noted the delay in the publication.

- vii To decide on grant applications submitted by -

- a Young at Heart (Tuesday) Club

Appendix 8

The Clerk handed out a hard copy of the report received detailing how the club spent the grant awarded last year.

RESOLVED: That the Council awarded a grant of £100

A346

b Assure Support and Wellbeing Service CIC

Appendix 9

The Council deferred its decision and asked the Clerk to enquire what qualifications the therapists have. **A347**

c Llantrisant and District Probus Club

Appendix 9

The Clerk handed out a hard copy of the report received detailing how the club spent the grant awarded last year.

RESOLVED: That the Council award grant of £ 100 **A348**

viii To adopt procedures for the Council to receive Apologies for Absence and Approval of Absence. Recommendations:

Appendix 11

1. apologies for absence can be given in advance of meetings or on a member's behalf at a meeting and such apologies are recorded in the minutes;
2. requests for approval of absence, with explanation, are submitted in writing to the Clerk and may only be approved by the Council after consideration at a council meeting. Approvals of absence are recorded in the minutes;
3. if a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority;
4. the Council Standing Orders be varied to include the above.

Members discussed the report and recommendations made.

Councillor Brendan O'Reilly requested the Clerk record his opinion that

- a) the Council was in an emotional state concerning this matter and should not be making a decision at that evening's meeting
- b) the existing procedure is adequate
- c) the standing orders do not need to be changed

Councillor Brendan O'Reilly also objected to the Clerk reading out an apology received from a Member who had included the medical reason as to why he/she was not attending a Council meeting.

Councillor Brendan O'Reilly believes that medical information is confidential and should not be disclosed at Council meetings.

The Council agreed that should a member wish to convey a medical reason

with an apology then there is no breach of confidentiality.

A recorded vote was requested

For: Community Councillors: Ken Forsdyke, Margaret Griffiths (Chair), Paul Griffiths, Janis Jones, and Bethan Theaker

Against: Community Councillors: Tony Lane and Brendan O'Reilly

RESOLVED: That the Council agreed to adopt procedures for the Council to receive Apologies for Absence and Approval of Absence.

1. apologies for absence can be given in advance of meetings or on a member's behalf at a meeting and such apologies are recorded in the minutes;
2. requests for approval of absence, with explanation, are submitted in writing to the Clerk and may only be approved by the Council after consideration at a council meeting. Approvals of absence are recorded in the minutes;
3. if a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority;
4. the Council Standing Orders be varied to include the above. **A349**

- ix** To consider whether or not to grant dispensation to Councillor G Norman for an extension of office beyond the six month period of non- attendance Appendix 12

RESOLVED: That the Council agreed to grant its approval of absence until Councillor Norman was able to attend meetings.

- x** To consider the recommendations in the Clerk report on Public Conveniences. Appendix 12a
1. That Members note the report.
 2. That a public consultation exercise is undertaken

Members discussed the initial plans.

Meeting was suspended at 21.07 pm and Clerk was asked to retrieve an e-mail from RCT CBC confirming Building Control have no objection to the internal toilet door opening outward.

The Clerk was not able to print the e-mail due to technical difficulties and will supply members with a copy.

Members agreed that prices should be sought before any public consultation and for a survey to be carried out to ascertain usage.

RESOLVED: That the Council

- a) Instruct the Clerk to obtain 2nd stage of drawings - cost £250
- b) Use these drawing to invite tenders to carry out work
- c) Authorise the Clerk to seek and employ a person to undertake a survey to count the number of people using the public conveniences for a full week Monday to Friday and pay the national minimum rate. **A350**

- xi** To receive an update on the successful Aggregate Levy Fund for Wales: PB0592 Maesyfelin Field, Pontyclun grant application to Welsh Government

Appendix
12b

The council formally accepted the funding and discussed the next stages of this project.

In accordance with the Council's Financial Regulations tenders have been sought. The Clerk and Vice Chair will be opening all replies after midday on Monday 27 July, 2015. The Council agreed for an extraordinary meeting to be held that same evening to approve and appoint the contracts for the work to be carried out at Maesyfelin Field.

The proposed lease for the site would also be available at the extraordinary meeting.

The project required planning permission only for the Multi Use Games Area. The Council discussed the process by which it could apply for the funding by submitting an invoice together with a receipt from the contractor once the work carried out. The Claim Form is shown in appendix 12b.

Following feedback from local residents the project plans have had some slight amendments. New plans will be made available in due course and circulated to the Council and local residents.

RESOLVED: That the Council agreed to

- a) Accept the funding from the Aggregate Levy Fund for Wales for the Maesyfelin Field project.
- b) Hold an extraordinary meeting on Monday 27 July, 2015 to appoint contracts of work for the Maesyfelin Field project from the tenders received
- c) Prepare planning application for the Multi Use Games Area **A351**

- xii** To consider response to Welsh Government Wales Energy Efficiency Strategy. End of consultation: 09/09/2015
<http://gov.wales/consultations/environmentandcountryside/the-development-of-an-energy-efficiency-strategy-for-wales/?status=open&lang=en>. Hard copy can be requested from the office.

RESOLVED: That the Council does not wish to respond on this consultation.

- xiii** To consider the Support your High Street Government Welsh Government Campaign initiative held during 19 - 26 September 2015
<http://gov.wales/topics/housing-and-regeneration/regeneration/high-street/?lang=en>. Hard copy can be requested from the office.

RESOLVED: That the Council noted the High Street Government Welsh Government Campaign initiative

- xiv** To consider letter from Y Bont requesting financial support

Appendix 13

The Council recognises the valuable work provided by Y Bont but awards

grants to those who can demonstrate a direct benefit to our local community.

RESOLVED: That the Council does not award grants to larger organisation.

xv To note the National Training Advisory Group - The Wales Training Strategy Appendix 14

The Chair asked Members to consider having a training course run from Café 50 if that would be beneficial and encourage participation.

RESOLVED: That the Council noted The Wales Training Strategy

xvi To note the Natural Resources Wales Briefing Notes for One Voice Wales on Shale Gas and Hydraulic Fracturing in Wales Appendix 15

RESOLVED: That the Council noted the Briefing Notes.

xvii To received update on County Borough Council/Community Councils' Joint Liaison Committee: Community Infrastructure Levy Appendix 16

RESOLVED: That the Council instructs the Clerk to arrange a briefing session by the RCT CBC Planning Service Director **A352**

xviii To inform councillors of activities at Café 50 and to request permission to progress suggestions from steering group meeting. Recommendations: The Council agrees Appendix 17

1. undertake a survey of users about the meal service and activities provided at Café 50
2. should invite the local surgery to hold a meeting at Café 50 as a way of promoting the café as part of preventative help and support
3. should ask Tim Griffiths from Pontyclun Funeral Service to ask local businesses if they would make a monthly contribution of the running of Café 50.
4. work with the Community Centre to jointly advertise the availability of the rooms for parties and events
5. continue to pursue other funding. An expression of interest for funding for a development worker has been made to Big lottery.

Councillor Margaret Griffiths, Chair of Café 50 Management Group, gave feedback from its meeting in June to Members.

Councillor Brendan O'Reilly reported to Members of concerns received from local high street food establishments that Cafe 50 is taking away customers.

RESOLVED: That the Council agreed to

1. invite local high street food establishments to Café 50 and discuss their concerns
2. undertake a survey of users about the meal service and activities provided at Café 50
3. invite the local surgery to hold a meeting at Café 50 as a way of promoting the café as part of preventative help and support
4. ask Tim Griffiths, Pontyclun Funeral Service, to ask local businesses if they would make a monthly contribution of the running of Café 50.
5. work with the Community Centre to jointly advertise the availability of the rooms for parties and events
6. continue to pursue other funding. An expression of interest for funding for a development worker has been made to Big lottery. **A353**

xix To agree to accept 4 new fence planters from Arriva Trains for the Railway Station Appendix 18

RESOLVED: That the Council

1. Agree to accept 4 new fence planters
2. Wish to thank the Caretaker and Assistant Caretaker for the wonderful floral display at the station

10 Questions from Councillors

Councillor Ann Bennett requests the council to consider purchasing a dog mess bin and place at Lon yr Awel. Post mounted bins cost £180.

RESOLVED: That the Council requests the Environmental Group to map out all the dog bins in the four wards. **A354**

11 Matters of discussion but not decision

Appendix 14

Brendan O'Reilly wished to discuss the process to nominate for the Honours Nomination (Birthday 2016).

The Council agreed nominations were better made by individuals and not the Council.

RESOLVED: That the Council will not be making any nominations

Meeting finished at 10.00 pm