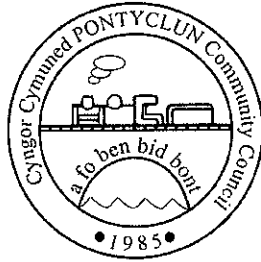


# Cyngor Cymuned Pontyclun Community Council

Swyddfa Cyngor Cymuned  
Canolfan Gymunedol Pontyclun  
Heol yr Orsaf  
Pontyclun  
CF72 9EE



Community Council Office  
Pontyclun Community Centre  
Heol yr Orsaf  
Pontyclun  
CF72 9EE

Ffôn: 01443 238500  
E-bost: [pontycluncc@hotmail.co.uk](mailto:pontycluncc@hotmail.co.uk)  
Gwefan: [www.pontyclun.net](http://www.pontyclun.net)

Telephone: 01443 238500  
Email: [pontycluncc@hotmail.co.uk](mailto:pontycluncc@hotmail.co.uk)  
Website: [www.pontyclun.net](http://www.pontyclun.net)

## M I N U T E S

Minutes of the **March monthly meeting** of Pontyclun Community Council held at Pontyclun Community Centre, Heol yr Orsaf, Pontyclun, at 7:00 pm on Wednesday 16 March, 2016.

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

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

Apology received from Community Councillors Gordon Norman, Tony Lane and Bethan Theaker.

The Council noted the apologies received.

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

Councillor Margaret Griffiths	Item 9 iv
"Member of RCTCBC Development Control Committee".	
Councillor Paul Griffiths	
"Member of Rhondda Cynon Taff County Borough Council".	Item 7 a
Councillor Ann Bennett	Item 7 a
"Member of Community Centre Management Committee."	

### 3 **Matters raised by residents/guests**

None received

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

None received

### 5 **To confirm the minutes of the Council's Meeting 17 February, 2016 meeting as an accurate record.**

*M. Griffiths*  
20th April  
2016

**RESOLVED:** That the Council approved the minutes of the 17 February, 2016 Meeting as an accurate.

**6 To hear from the Council's appointed Grievance Hearing Panel referring to staff complaints.**

To receive the Grievance Hearing Panel Report.  
Recommendations made to the Council;  
'to adopt a Grievance Procedure and Disciplinary Procedure.'

Having conducted a full and thorough investigation the Grievance Hearing Panel upheld the two complaints made against a Member of the Council by members of staff.

The Council fully supported the resolutions made by the Grievance Hearing Panel and thanked the panel members for the work carried out.

**RESOLVED:** That the Council noted the details of the resolutions reached by the Grievance Hearing Panel. A418-424

**7 Reporting on Actions from previous meetings – Action Table**

**a Action 409 – Lease for Pontyclun Community Centre/Day Centre Building. Meeting with Pontyclun Community Centre Management Committee**

In response to the letter from the Chair/Secretary of the Management Committee dated 2 March, 2016 requesting a meeting with the Community Council to discuss the matters noted. The Community Council agreed open dialogue is essential to ensure the best outcome for the community building and local residents of Pontyclun.

Discussions at this stage are not a commitment from the Council to take on a lease for the building.

**RESOLVED:** That the Council agreed to arrange a meeting with the Management Committee of Pontyclun Community Centre to discuss the matters noted in the letter 2 March, 2016 and report back to Council. Councillors Ken Forsdyke and Janis Jones were nominated to represent the Council. Councillors Margaret Griffiths and Paul Griffiths will also attend as Borough Council Members. A425

**b Action 403 - price comparative for summer plants 2017**

The Council noted the correspondence.

**RESOLVED:** That the Council instructed the Clerk to have further discussions for the 2017 summer planting arrangements for the provision of its hanging baskets only.

**c Action 388 – Light fitting for column lights on Windsor Field Footpath**

Rhondda Cynon Taff County Borough Council provided and installed new LED light

units earlier this month. The Clerk has requested to service provider Western Power Distribution (South West) plc to amendment to the tariff accordingly.

**RESOLVED:** That the Council agreed to monitor the electricity charge for the column lights on Windsor Field footpath.

Councillor Brendan O'Reilly left the meeting at 7.55 pm

## 8 Report and recommendations from Working Groups

None received.

## 9 Report and recommendations from Clerk

- i To approve the payment of creditors as shown.

**RESOLVED:** That the Council approved the payment of creditors for the period 1 to the 29 February, 2016.

- ii To approve the budget monitoring report as shown.

**RESOLVED:** That the Council approved the monthly budget monitoring report.

- iii To note correspondence from Lloyds Bank confirming Clerks access is set to 'View Only' for its online business service.

**RESOLVED:** That the Council noted the correspondence from Lloyds Bank confirming the Clerk View Only' access to its on-line banking service for the Council's four bank accounts.

- iv To consider response to the planning applications

Councillor Ken Forsdyke had prepared a summary of the planning applications and handed this out to Members.

**RESOLVED:** That the Council objected to application 16/0194/13 Land South of Llantrisant Road, Groesfaen. Councillors Paul Griffiths and Ken Forsdyke will draft an objection to submit against this application. A426

- a To note letter from Rhondda Cynon Taff County Borough Council giving the planning decision made for application 15/1591/10 22 & 23 Tyler Hendy, Miskin

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

- v To consider Clerks report on increase in the National Living Wage increase.

**RESOLVED:** That the Council agreed

1. to raise its lowest wage rate to the National Living Wage to £7.20, effective from 1 April, 2016;
  2. to increase the pay to the contracted cleaner for Café 50 to £7.20, effective from 1 April, 2016.
- A427

vi Update of Maes y Felin project

The Council was pleased to see the project was on budget and within the allocated timescale.

Further improvements were considered as outlined in the report tabled.

4.1 Maintain a 10 metre wide band, one metre away from the road side for meadow grass which would allow the indigenous flowers which are already seeded in this terrain to prosper. The meadow grass would need to be cut and collected at the end of the flowering season. The rest of the field would be cut in an orthodox park land manner, 12 cuts a growing season, to allow sports and play. RCT Council grounds maintenance could be contracted to implement this grass management scheme at an estimated annual cost of £1750. Pontyclun Primary School may be willing to contribute 50% of this cost in return for their use of this field and its facilities.

The Council agreed to award a three year grounds maintenance contract to Rhondda Cynon Taff County Borough Council for 2016 as the working needed to commence over the coming weeks and therefore left insufficient time to undertake a tendering process.

4.2 For one corner of the field could be set aside for an orchard of fruit trees. These could be on a root stock that allowed the trees to grow no more than 2 metres high. They would be spaced 2 metres apart. This scale of trees would allow free 'scrumping'.

Cost of the orchard trees are estimated at between £200 and £300.

4.5 There could be further new railings and a new gate at the back of Maeyfelin Crescent as requested by Pontyclun Primary School.

A quote by the current fence contractor, Sovereign Steel, of £2,350 plus VAT had been sought. The Council accepted this quote and agreed not to tender for contract as the existing contractor would produce the new gate using the same specification as the new fencing recently installed.

**RESOLVED:** That the Council agreed

4.1 to maintain a 10 metre wide band, one metre away from the road side and award a three year grounds maintenance contract to Rhondda Cynon Taff County Borough Council for 2016; A428

4.2 to purchase and plant orchard fruit trees at one corner of the field; A429

- 4.3 to create 'raised beds' for school children and other members of the community to grow selected crops; A430
- 4.4 to tender a contract to create a hard surface footpath from the gate at the back of Maesyfelin Crescent past the orchard and raised beds to the play area; A431
- 4.5 to appoint Sovereign Steel to remove old railings and gate and install new at the back of Maesyfelin Crescent costing and £2,350 plus VAT; A432
- 4.6 to purchase and install further sitting areas; A433
- 4.7 to source and commission a designer to design an attractive signage inviting public use of the field and referring the Community Council; A434
- 4.8 in principle to organise a community event to 'clean-up' of the area between the school field and the rugby field; A435
- 4.9 in principle to consider an 'event' to celebrate and market the new facility; A436

- vii To consider request from Urdd National Eisteddfod for a financial contribution towards the costs of its Bridgend and Taff/Ely 2017 festival. This will be attended by many local families.

**RESOLVED:** That the Council agreed to award £500 to the Urdd National Eisteddfod. A437

- viii To adopt the revised Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016 which comes into force on 1 April 2016.

**RESOLVED:** That the Council deferred this matter to its Annual Meeting in May 2016. A438

- ix To consider the Welsh Government: Shared purpose: Shared future – Statutory guidance for the well-being of future generations (Wales) Act 2015.  
<http://gov.wales/topics/improvingservices/public-services-boards/?lang=en>.  
 Hard copy available from the office on request.

**RESOLVED:** That the Council noted the Welsh Government: Shared purpose: Shared future – Statutory guidance for the well-being of future generations (Wales) Act 2015.

- x To agree determinations 46 to 54 of the Independent Remuneration Panel for Wales Annual Report; Payments to member of community and town councils.  
<http://gov.wales/docs/ds/jlg/publications/160217-irp-annual-report-16-17-en.pdf>  
 Hard copy available from the office on request.

**RESOLVED:** That the Council agreed not to adopt a remuneration scheme for its Members.

*MG*

- xi To note One Voice Wales' final response to the Draft Local Government (Wales) Bill consultation.

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

- xii To note the Boundary Commission for Wales: 2018 review of parliamentary constituencies in Wales.  
<http://bcomm-wales.gov.uk/2018-review/?lang=en>. Hard copy available from the office on request.

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

- xiii For information. Clerks reply to letter handed in by Councillor Tony Lane at the Council's February meeting.

Members expressed concern on the continued and repeated requests for information from Councillor Lane and the Clerks time taken to respond to the repeated requests.

**RESOLVED:** That the Council noted the Clerks reply.

- xiv Audio recording of Council Meetings  
Clerks report

Members discussed the merits of recording its meetings.

**RESOLVED:** That the Council agreed  
(1) for its meetings to be recorded;  
(2) access to the recordings may be listened to at the office;  
(3) each recording of a meeting will be deleted once the draft minutes are approved. A439

- xv To consider One Voice Wales training sessions available during April 2016

**RESOLVED:** That the Council noted the training sessions.

#### Notices of Motion from Councillors

10

None received

**RESOLVED:**

#### 10 Questions from Councillors

None received.

*M. Gifford*  
20th April  
2016

**11 Matters of discussion but not decision**

None received.

**Meeting finished at 9.10 pm**

*Margaret Giff  
20th April 2016  
M.G.*