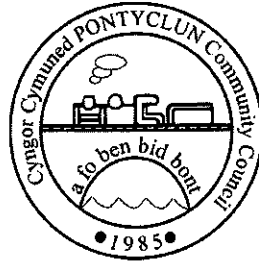


# Cyngor Cymuned Pontyclun Community Council

Swyddfa Cyngor Cymuned  
Canolfan Gymunedol Pontyclun  
Heol yr Orsaf  
Pontyclun  
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## M I N U T E S

Minutes of the **September's monthly meeting** of Pontyclun Community Council held at Pontyclun Day Centre, Heol yr Orsaf, Pontyclun, at 7:00 pm on Tuesday, 16 September, 2014.

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

Members of the public; Victoria Cannon, Tony Bishop, Chairman, and 3 other members of the Pontyclun Football Club were also present.

1. **Apologies for absence**

Councillor Margaret Griffiths. Apology accepted.

2. **Declaration of Interest**

Councillor Ann Bennett "I am a member of Pontyclun Athletic Ladies Bowling Club".

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

(i) Presentation from Victoria Cannon, Director and Solicitor at Full Stop Law.

Ms Cannon presented a proposal, appendix 1, offering financial and marketing support for the Day Centre in return for the opportunity to publicise the legal services of Full Stop Law. Ms Cannon answered questions raised by Members. It was confirmed that all free services offered by Full Stop Law at the Day Centre will be done so without any obligation to proceed.

**RESOLVED:** That the Council will consider the proposal, appendix 1, and make a decision to accept or reject at the October meeting.

(ii) Presentation from Pontyclun Football Club

*[Handwritten signature]*  
8/12/14

To discuss funding for fencing along public footpath to Ivor Woods

Mr Tony Bishop, Chairman of Pontyclun Football Club, outlined pressing matters for the club including safety of its players on the pitch and the poor state of the car park. Mr Bishop thanked the Council for previous financial assistance and provided an update on the progress made as the changing room project nears completion.

The Council informed the club of its intention to apply to the Aggregate Levy Scheme for financial assistance to improve the Maes y Felin area. It was agreed that a working group should be formed to explore the options to also include fencing for the surrounding area in the preparation of this grant application.

**RESOLVED:** That the Council invites the local football and rugby clubs to form a working group. Its objectives will include informing a grant application to the Aggregate Levy Scheme. A243

- (iii) Pontyclun Bosom Pals  
Invitation to attend Open Day Celebration Saturday 27 September  
Council to nominate delegates

County Borough Councillors Margaret and Paul Griffiths will be attending the Open Day.

**RESOLVED:** That the Council nominated Councillor Janis Jones. A244

- (iv) Letter from Suzy's General Store – Proposed: Hendy Community Garden/Allotment.  
Committee members and volunteers required. Council to nominate delegates.

**RESOLVED:** That the Council agree that Councillor Ann Bennett continues her interest in the new project and will report back to Council as the planning application to the Borough Council progresses. A245

#### **Correspondence received and dealt with by Clerk**

Copies of letters and e-mails will be available at meeting or can be sent to Members before upon request

- v E-mail from local resident – children causing nuisance near Pant y Dderwen/ Floodlights at War Memorial/Area around library untidy.
- vi Letter from the Volunteer Coordinator from Change Step
- vii E-mail from local resident – railings along Cowbridge Road
- viii E-mail regarding the opening of a new store - Books & Pontyclun
- ix E-mail from local resident – Japanese knotweed
- x Letter from Coal Industry Social Welfare Organisation
- xi Complaint from local resident problem of noise from liquored up people in School Street, Miskin.

**RESOLVED:** That the Council noted the correspondence received and dealt with by the Clerk.

**4. Reports and presentations from others**

Police report

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

**5. Minutes**

To confirm the minutes of the Council's monthly meeting, 8 July, 2014 as an accurate record – appendix 5, subject to amendments of minor grammatical errors.

**RESOLVED:** That the minutes of the monthly meeting 8 July, 2014 shown in appendix 5 be approved as accurate subject to amendments of minor grammatical errors.

**6 Finance and Planning**

**i To approve budget report**

Appendix 6

**RESOLVED:** That the Council approved the budget report and wish to thank Karen James, Administrative Assistant for its preparation.

**ii To approve the payment of creditors**

Appendix 8

Members ask for clarification on

- RCT CBC Council Tax as the two dates shown overlap
- Medu Shu – are all these amounts for the general account or should some be under the Day Centre

**RESOLVED:** That the Council approved the payment of creditors subject to clarification noted above.

**iii To formally approve external auditor report**

Appendix 8 a

**RESOLVED:** That the Council approved the external auditor report

RFO and Chair to complete section 3 Certificate of Approval

8 b

**RESOLVED:** That the RFO and Chair of the meeting Councillor Ken Forsdyke to completed section 3 Certificate of Approval.

**iv To consider planning applications**

Appendix 9

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

**6. Grant Applications 2014 (Action 208)**

To decide on awards for grant applications received

- (i) Pontyclun Bowls Club appendix 10 a
- (ii) Vocelle Ladies choral group appendix 10 b
- (iii) Perkins Elmer Ladies Bowls Club appendix 10 c

Councillor Ann Bennett vacated the chamber for Item (i)

**RESOLVED:** That the Council awards the following community grant

(i)	£ 100	to the Pontyclun Bowls Club
(ii)	£ 100	to the Vocelle Ladies Choral Group
(iii)	£ 100	to the Perkins Elmer Ladies Bowls Club

A246

### Financial support requested from national organisations

- iv St John Wales – request donations for Mid Glam

**RESOLVED:** That the Council continues to support local organisations but does not award to national organisations. For this reason it does not award a community grant to St Johns Wales. A246

### 8 Matters arising from previous meetings – Action Table

#### **ACTION 236** School Transport

Reply received from Rhondda Cynon Taf County Borough Council

The Council were disappointed with Rhondda Cynon Taf County Borough Council's decision not to allow the young people of Brynsadler free transport to Ysgol Llanhari

**RESOLVED:** That the Council noted the reply from Rhondda Cynon Taf County Borough Council

### 9 Reports from Council/Working Groups/Clerk

#### i Administration Working Group

Report on the provision of public conveniences

Minutes of the Community Centre Management Committee 8 August 2014

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

#### ii Administration Working Group

Report on future staffing arrangements

Councillor T Lane did not agree that Future Staffing arrangements was included on the Administration Working Group meeting agenda.

The Clerk was requested to retrieve a copy of the agenda from the office.

The Chair confirmed that the agenda in question did include Future Staffing arrangements.

Whilst the Clerk was not present at the meeting the Council passed the recommendations of the report

**RESOLVED:** That the Council agreed that

1. The Community Council office is open for 45 weeks in a year excluding
  - a. two weeks over the Christmas period
  - b. one week at Easter
  - c. four weeks during August
2. The office opening hours will remain at 2 hours per day and be normally covered by
  - a. the Administration Officer who will cover two days of the week
  - b. the Clerk who will cover three days of the week
3. The Administration Officer will have 4 core hours per week and the Clerk will have 6 core hours per week and that the rest of their hours will be annualised to enable them to work as and when necessary to cover the peaks and troughs in the work of the council.
4. The Administration Officer will cover the Clerk's core hours for up to three weeks in a year to enable the Clerk to take holiday outside of office closure weeks.
5. The Administration Officer will take holidays during the weeks when the office is closed.

- iii Councillor Ann Bennett  
Report on Pontyclun Railway Station

Members thanked Councillor Ann Bennett for the positive progress made at the Station

**RESOLVED:** That the Council noted the report and the next meeting to be held at 9.30am on the 22 September, 2014 at Pontyclun Railway Station

- iv Councillor Margaret Griffiths  
Feedback from the Community liaison meeting 21 July 2014

Councillor Griffiths was not present at the meeting.

- v Clerk  
The Clerk presented the Report on floodlights at war memorial  
Councillor T Lane withdrew his motion to install floodlights.

**RESOLVED:** That the Council did not move the installation of floodlights at Pontyclun War Memorial.

- vi Clerk  
Report on bus shelters

**RESOLVED:** That the Council agreed to purchase a new bus shelter for Cwrt Bethel, Llantrisant Road, A247

- ix Clerk  
Report on Notice Boards

**RESOLVED:** That the Council noted the report

- x Clerk  
Report on Ivor Woods

Clerk reported estimate for the Log benches should not exceed £1,000

**RESOLVED:** That the Council agreed to fund the Ivor Woods project as outlined in appendix 19 from its reserves. Total £6,827 A249

- xi Clerk  
Report on untaxed vehicles being left in the Council's Car Park

**RESOLVED:** That the Council noted the report

- xii Clerk  
Report on Dog Mess Bins

**RESOLVED:** That the Council agreed to purchase dog bins listed in appendix X A249

- xiii Clerk  
Report on Christmas lights

Councillor Paul Griffiths informed Member the next Local Economy Working Group Meeting on Monday 22 September, 2014 at 7.00 pm. Venue Café 50. Christmas arrangements are on its agenda.

Councillors Huw Rees and Gwynn Griffith will comply a report for the Council to consider Christmas arrangements in Miskin and Groesfaen. A 250

**RESOLVED:** That the Clerk requests Floodlight to change switch on time for Christmas lights to 6.30 on Tuesday 2 December, 2014.

- xiv Clerk  
Report on provision of the day centre

This matter was deferred to the October meeting.

xv Clerk  
Report from the Management Committee meeting 4 Sept 2014

Councillors T Lane and G Norman left the meeting at 9.55 pm

**RESOLVED:** That the Council noted the report

## 10 Correspondence Received

- i Welsh Government's bill 'Well-being for future generations in Wales' tabled on the 7 July 2014. *Hard copy of Bulletin July 2014 available in office*  
<http://wales.gov.uk/topics/sustainabledevelopment/future-generations-bill/?lang=en>

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

- ii Welsh Government Consultation Document. Developing the Welsh National Marine Plan: A draft Scope, Draft Vision and related Objectives including questions on the Draft Scope for the Sustainability Appraisal. Responses by 10 November 2014  
<http://wales.gov.uk/topics/environmentcountryside/fisheries/marine/marine-planning/latest-news/?lang=en> *Hard copy of Consultation Document available in office*

**RESOLVED:** That the Council noted the consultation document

- iii Welsh Government's Reforming Local Government White Paper.  
Report on Future Role of Community Councils – brought forward from July meeting  
<http://wales.gov.uk/consultations/localgovernment/white-paper-reforming-local-government/?lang=en>  
*Hard copy of White Paper available in office*

Letter and report from Mick Antoniw – An increased role for Town and Community Councils  
*Hard copies posted to Members end of August*

This matter was deferred to the October meeting

- iv Information Commissioner's Office. Social networking and online forums – when does the DPA apply? *Electronic copies sent to Members. Hard copies sent to Cllr. GN & TL*

**RESOLVED:** That the Council received the information.

- v Information Commissioner's Office. Data Protection Good Practice Note: Advice for elected and prospective members of local authorities  
*Electronic copies sent to Members. Hard copies sent to Cllr. GN & TL*

**RESOLVED:** That the Council received the information.

- vi National Resources Wales draft document – Dog Walking Advice  
Comments before 1 Oct 2014 *Hard copy of Consultation Documents available in office*

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

- vii RCT CBC Elections – Polling Arrangements Review 2014

**RESOLVED:** That the Clerk request the Borough Council for an additional station at YGGG Llantrisant and for it to locate an alternative location for Groesfaen as Babel Capel has now closed A251

- viii OVV AGM and Conference Saturday 4 October, 2014

**RESOLVED:** That no member is able to attend

- ix OVV – Letter from Chair regarding Area Committee

**RESOLVED:** That the Council noted the contents of the letter

- x OVV BBC Audience Council Wales has today published its Wales Annual Review document

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

- xi OVV A Sense of Energy exhibition 30 September – 2 October 2014

**RESOLVED:** That the Council the exhibition

- xii OVV Training courses

**RESOLVED:** That the Council noted the training courses

Standing Orders suspended at 10.00 pm to continue with business on agenda

*KCF*



## 11 Motions tabled by Councillors

### i B O'Reilly requested a recorded vote. B O'Reilly

Estate Agent signs: "Estate agents signs are being erected and left for prolonged periods thus causing a blot on the landscape. I propose that the community council seek to address this issue with the Estate Agents directly and also with RCT. I propose that estate agents are asked to write a date of erection on any signs and / or inform the PCC of signs that are erected and that signs are voluntarily removed, in the first instance, after six weeks"

For: B O'Reilly and Councillor Huw Rees.

Against: Councillors Janis Jones, Ken Forsdyke, Ann Bennett, Bethan Theaker, Paul Griffiths.

**RESOLVED:** That the motion was not carried.

## 12 Questions from Councillors

### i B O'Reilly : Time restrictions in car park

This matter was deferred to the Local Economy Working Group for further investigation.

A252

### ii B O'Reilly : Update requested Weight Restriction Heol Miskin

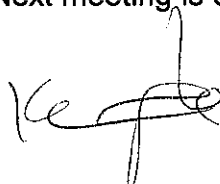
Councillor P Griffiths reported that the weight restriction would not be taken forward by the Borough Council.

### iii H Rees: Tesco Talbot Green Store Community Project

**RESOLVED:** That the Clerk requests further details from the Community Champion at Tesco.  
A253

Meeting closed 10.17 pm

Next meeting is on Tuesday 14 October, 2014



8/12/14