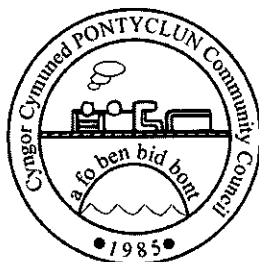


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M I N U T E S

Minutes of the **September monthly meeting** of Pontyclun Community Council held at Café 50, Pontyclun Community Centre, Heol yr Orsaf, Pontyclun, at 7:00 pm on Wednesday 16 September, 2015.

PRESENT: Community Councillors: Ann Bennett, Gwynn Griffith, Margaret Griffiths (Chair), Paul Griffiths, Tony Lane, Huw Rees and Brendan O'Reilly
Councillors Tony Lane and Brendan O'Reilly arrived at 7.03 during discussion on Item 2 Declaration of Interest.

1. **Apologies for absence**

Apologies received from Community Councillors Janis Jones, Ken Forsdyke, Gordon Norman and Bethan Theaker
The Council noted the apologies for absences.

2. **Declaration of Interest**

Councillor Margaret Griffiths "I am a member of Rhondda Cynon Taff County Borough Council Planning Development Committee".
Councillor Ann Bennett "I am a member of the Macmillan Support Group"

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

i None received.

4. **Reports and presentations from others**

None received

*M. Griffiths
21st Oct 2015*

5. Minutes

- (i) To confirm the minutes of the Council's monthly meeting, 15 July, 2015 as an accurate record – appendix 1

RESOLVED: That the Council approved the minutes of the 15 July, 2015 meeting as an accurate record as shown in appendix 1

- (ii) To confirm the minutes of the Council's extraordinary meeting on the 5 August, 2015 as an accurate record.

RESOLVED: That the Council approved the minutes of the 5 August, 2015 meeting as an accurate record as shown in appendix 2

6. Notices of Motion from Councillors

i Councillor Paul Griffiths

1. Pontyclun Community Council supports the decision of RCT Council to include in its forward programme the conversion of the zebra crossing outside the Cooperative Store into a pelican crossing with lights, and, in addition, proposes a delivery bay to the south of the crossing.

It is willing to provide £10,000 financial support for the project from its reserve of £140,000 in order that this work can be undertaken early in 2016.

Members agreed that traffic congestion through the village continues to be problematic and agreed this proposal would help address the flow of traffic. Councillor Paul Griffiths also proposed this project is tied into designating a delivery bay for goods vehicles, with time restrictions, to the south of the crossing and incorporate the current disabled parking space.

RESOLVED: That the Council agreed

(i) to support the decision of RCT Council to include in its forward programme the conversion of the zebra crossing outside the Cooperative Store into a pelican crossing with lights, and, in addition, proposes a delivery bay to the south of the crossing.

(ii) to provide £10,000 financial support for the project from its reserve of £140,000 in order that this work can be undertaken early in 2016. A359

ii Councillor Brendan O'Reilly

1 – That the council records meetings using appropriate audio recording equipment and that council decides on how such recordings are made available to council members and members of the public and council decides how long such recordings will be kept on file by the council.

Members agreed to the principle of recording meetings and placing these audio recordings on the Council webpage.

The Clerk reported Society of Local Council Clerks advice - in Knowles on Local Authority Meetings; para 12.51 – it states that once minutes have been confirmed the clerk's notes should be destroyed. The reason for this is that there should be no other record, however informal, which might cast doubt upon the accuracy of the

official record.

RESOLVED: That the Council instructed the Clerk to investigate the purchase of equipment to audio record Council meetings. A360

Councillor Brendan O'Reilly

2 – That the council asks the relevant authorities to take urgent steps about the traffic difficulties on Llantrisant Road, Pontyclun.

Councillor Brendan O'Reilly requested Members to consider requesting RCT CBC to place double yellow lines along Llantrisant Road in order to improve the flow of traffic through the village.

The Clerk reminded the Council following the Public Meeting in February, 2015, she had written to RCT CBC requesting yellow line to be placed at three other locations throughout the village.

[The Clerk has since checked back through records and for information the RCT CBC reply was tabled at the May 2015 meeting. RCT CBC replied by letter informing the Council its request had been listed and prioritised, but warned the time consuming and relatively lengthy process and its limited budget restricted the implementation of Traffic Regulations Orders to a few each year.

Members agreed to consult with residents on Llantrisant Road by letter to gain their views].

RESOLVED: That the Council instructs the Clerk to draft a consultation letter and circulate draft to Members. A361

7 Matters arising from previous meetings – Action Table

Action 353 – Café 50

Councillor Paul Griffiths reported he had discussion the proprietors of both Porcellini's and the Deli.

Porcellini's proprietor was at ease with the traditional luncheon service provided by Café 50 but would have fears if the facility extended into non luncheon services.

Councillor Griffiths confirmed that this was not the Council's intention but did inform the proprietor of the afternoon tea service, offered several times a year, at Café 50. These sessions offered service users a chance to further socialise and enjoy a light entertainment programme. Such events did not cause any concern to the proprietor.

The Deli's proprietor stated that she had no concerns with the service provided at Café 50.

RESOLVED: That the Council noted Councillor Paul Griffiths discussions with the proprietors of both Porcellini's and the Deli and was satisfied no further action was required.

Action 328 – Councillor G Norman

Councillor Margaret Griffiths had been in touch with Mrs Norman. Unfortunately

Councillor Norman has not been well enough to receive visitors.

RESOLVED: That the Council noted the update.

Action 321 – council vehicle

The Clerk handed out a report. This was not included with the agenda papers as the details had not been finalised when those were distributed.

The Clerk advised Members that both Wicks Van Sales, Bridgend and Pontyclun Car Sales had offered £3,000 for the Nemo van.

The uncertainty of selling the Nemo van through advertising in Auto Trader is a potential risk and the cost of keeping the insurance running should also be considered.

RESOLVED: That the Council

(i) instructed the Clerk to pursue the offer to sell the Nemo van to Pontyclun Car Sales for £3,000.

(ii) Noted the costs of £526.20 insurance and £150 signage for the new van and the £50 costs to remove the signage from the Nemo van. A362

i Action 314 Dog Bins

Appendix 3

Letter from local resident thanking Caretaker and Assistant Caretaker for installing dog bins in Maes y Wennol, Cefn yr Hendy

RESOLVED: That the Council noted the letter.

ii Action 344 planning objection 15/0776/10 Ottersbrook

Appendix 4

Letter of acknowledgement from RCT CBC.

The Clerk reported a further letter from RCT CBC dated 7 September, 2015 in which it informed the Council that the planning application had not been passed.

RESOLVED: That the Council noted RCT CBC decision.

iii Action 348 Grant

Appendix 5

Letter of thanks from Llantrisant and District Probus Club

RESOLVED: That the Council noted the letter.

iv Action 350 – Plans for converting Police Room to Toilets

Appendix 19

Report from Clerk Item 9 ix

8 Report and recommendations from Working Groups

None received

9 Report and recommendations from Clerk

i To approve the payment of creditors

Appendix 6

RESOLVED: That the Council approved the payment of creditors as shown in appendix 6

ii To approve the budget monitoring report

Appendix 7

The column heading Actual Spend shown in appendix 7 should have read 'Actual @26/08/15'. Date shown in appendix 7 was incorrect but figures reported were correct.

RESOLVED: That the Council approved the budget monitoring report as shown in appendix 7

iii To approve External Audit Report – documents not received as at 4/9/15

The Clerk reported the report had been received in between the photocopying being sent to printers and the agenda being distributed and was able to send a copy the report to Members with the meetings papers.

The Clerk confirmed that following a discussion with external auditors, Mazars, the Bank Reconciliation had since been resubmitted in the requested format for 2014/15 and this format will be noted for the subsequent submission.

RESOLVED: That the Council noted the report and the comment made by the external auditor

iv a To consider planning applications

Appendix 8

RESOLVED: That the Council had no comments on the planning applications shown in appendix 8

b Comments on applications received from Councillor Ken Forsdyke

Appendix 9

RESOLVED: That the Council noted the comments made by Councillor Ken Forsdyke in appendix 9

c To note letter from RCT CBC acknowledging objection to planning application 15/07769/10 Ottersbrook, Talygarn Drive

RESOLVED: That the Council noted the letter.

vii To consider grant applications received from

a Assure Support and Wellbeing – application presented to Council in July meeting

See July papers & Appendix 10

RESOLVED: That the Council awarded a grant of £200 to Assure Support and Wellbeing A363

b Llantrisant and District Local History Society

Appendix 11

RESOLVED: That the Council award grant of £100 to Llantrisant and District Local History Society A364

c Pontyclun W I

Appendix 12

RESOLVED: That the Council award grant of £100 to Pontyclun W I A365

d Vocelle

Appendix 13

RESOLVED: That the Council award grant of £100 to Vocelle A366

e Macmillan Cancer Support

Appendix 14

That the Council acknowledged the good work and valuable contributions of the charity would not offer its community grant to a national organisation. It would consider any application with a local branch which has its own bank account.

RESOLVED: That the Council did not award grant to Macmillan Cancer Support A367

f Perkins Elmer Ladies Bowls Club

Appendix 15

RESOLVED: That the Council award grant of £100 to Perkins Elmer Ladies Bowls Club A368

vi To receive Register of Members' Interest form for completion

Appendix 16

In line with legislation the Clerk requested Members to complete the Register of Members' interest form. Completed forms would be added to the council webpage.

The Clerk apologised as the forms sent with the agenda could not be used and explained an error had occurred with the photocopying order. New forms would be sent to Members.

Members requested information on the legislation.

The Clerk will forward that information to Members along with the forms.

RESOLVED: That the Clerk forward forms to Members together with the legislation. A369

vii To consider the Café 50 report and its recommendation -
'Pontyclun Community Council notes the application to the Community Capacity Fund and in the event of the application being successful supports the appointment of an Engagement Officer to advertise and market Café 50'

Appendix 17

Next Café 50 Steering Group meeting is scheduled for Thursday 29 October, 2015, at 1.45 pm A296

RESOLVED: That the Council noted the report.

viii To consider the Community Infrastructure Levy report and its recommendation -

Appendix 18

Pontyclun Community Council provides an initial indication of the priorities that would inform its use of any CIL and authorises the Chair and Clerk of the Community Council to share those indications at a meeting with officers of RCT CBC.

Members discussed the most pressing matters which could be considered should funding raised through CIL become available.

RESOLVED: That the Council identified the following matter to consider, in no particular order, should CIL funding become available.

- Car Parking in Pontyclun
- Traffic management through Pontyclun
- Traffic management through Groesfaen

- Pedestrian access to station platforms from main road A370

- ix To consider the Public Convenience Report and its recommendations
1. That Members note the report.
 2. That a public consultation exercise is planned and delivered.

Appendix 19

Members agreed that the detailed drawings are to be used to invite a contract to tender. The costs obtained would inform the public consultation.

RESOLVED: That the Council

(i) noted the report

(ii) instructed the Clerk to invite tenders for contract using the drawings shown in appendix 19

(iii) instructed the Clerk to prepare consultation documents from receipt of tenders. A350

- x To note the revised ground plan for the Maes y Felin Regeneration Project

Appendix 20

Copies of the report tabled at the March 2105 meeting were distributed as a reminder to previous discussions and agreed actions.

The revised drawings were present to Members by Councillor Paul Griffiths. These drawings have also been distributed to residents living close to the Regeneration Project area, as agreed in the July Public Consultation meeting.

Councillor Paul Griffiths confirmed that the planning application for the MUGA can now be viewed.

The Clerk informed the Council that the lease had not been received as yet. Councillor Tony Lane asked the Clerk when the application had been submitted. The Clerk will check and report this information back to the Council. A371

It is with deep regret the Clerk records an extreme altercation that caused the meeting to be suspended at 9.35 pm.

Councillors Paul Griffiths, Tony Lane and Brendan O'Reilly left the meeting.

The Chair resumed the meeting at 9.48 pm

RESOLVED: That the Council noted the revised ground plans.

- xi To note letter from Pontyclun Girls Club informing Council that club is to be disbanded after 16 years

Appendix 21

RESOLVED: That the Council noted the letter

- xii To note e-mail correspondence from local resident at The Hollies concerning trees in Ivor Woods

Appendix 22

RESOLVED: That the Council noted the e-mail

- xiii To nominate delegate to attend the Pontyclun Bosom Pals Cancer Support Group Open Show Case Day on Saturday 17th October, 2015 starting at 10am in The Pavilion Talbot Green

RESOLVED: That no Member was available to attend

xiv

Appendix 23

- a To nominate representative to attend One Voice Wales Conference on 3
 - b October
- To note the nine motions being put forward at the conference.

RESOLVED: That no Member was available to attend

xv To note the Vale of Glamorgan Local Development Plan 2011-2026

Appendix 24

RESOLVED: That the Council noted the Plan

xv To note Welsh Government Statutory Guidance relating to The Playing
i Fields (Community Involvement in Disposal Decisions) (Wales) Regulations
2015. <http://gov.wales/topics/localgovernment/publications/playing-fields-regulations-2015/?lang=en>. Hard copy available on request from the office

xii To nominate delegate to attend the Standards Conference Wales 2015
i Tuesday 20 October

Appendix 25

RESOLVED: That the Council nominated Councillors Margaret Griffiths and Ann Bennett to attend A372

xi To respond to the Welsh Government consultation on the Draft Directions to
v the Local Democracy and Boundary Commission Wales
<http://gov.wales/consultations/localgovernment/directions-local-democracy-boundary-commission-wales/?lang=en>. Hard copy available on request from the office

Appendix 26

RESOLVED: That the Council have no comments to make

xv To nominate delegate to attend the Wales Audit Office Good Practice
Exchange learning seminar on the future of parks and their positive impact
on wellbeing 6 Oct

Appendix 27

RESOLVED: That no Member was available to attend

xvi To put in place a reporting procedure for Station Adoption with Arriva Trains
Wales

Appendix 28

RESOLVED: That Councillor Ann Bennett will submit a report for the October meeting A373

10 **Questions from Councillors**
None received

11 **Matters of discussion but not decision**
None received

Appendix 14

Meeting finished at 9.50 pm

M. G. Hill
21st Oct 2015