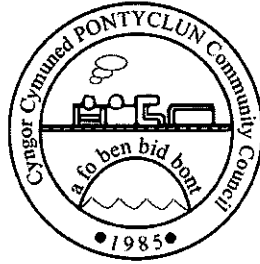


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M I N U T E S

Minutes of the **February monthly meeting** of Pontyclun Community Council held at Pontyclun Community Centre, Heol yr Orsaf, Pontyclun, at 7:00 pm on Wednesday 17 February, 2016.

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

1. **Apologies for absence**

Apology received from Community Councillor Gordon Norman.

5 Members of the Public were also present.

2. **Declaration of Interest**

Councillor Margaret Griffiths	Item 4	Personal Interest
Councillor Paul Griffiths	Item 9	Personal Interest
Councillor Margaret Griffiths	Item 4	Personal Interest
Councillor Paul Griffiths	Item 9	Personal Interest
"Member of RCTCBC Development Control Committee".		
Councillor Bethan Theaker	Item 9iii	Personal Interest

3 **Matters raised by residents/guests**

Three Members of the public, residents at Lon yr Awel, addressed the Council. It was reported that the estate lacked parking spaces for the number of cars. As a result residents are parking on both sides of the road and traffic flow through the estate can be difficult at times. This is causing residents concern should emergency vehicles need access. The suggestion put to the Council was to create additional parking spaces by removing the banks adjoining the road along Lon yr Awel as has happened in some areas of the estate. Land at Lon yr Awel is thought to be owned by either Rhondda Cynon Taff County Borough Council or RCT Homes and ownership needs to be established.

*M. Griffiths
16th March
2016*

RESOLVED: That the Council

- (i) establishes who owns what land at Lon yr Awel
- (ii) discuss with the land owners what can be done to increase car parking spaces available to residents. A407

Item 9 (iii) Planning Applications - was bought forward for discussion

1 Member of the public addressed the Council objecting to Application 15/1591/10 22 & 23 Tyle'r Hendy.

Councillor Bethan Theaker had received residents' objections to this application and had forwarded copies on to Members.

Councillor Ken Forsdyke had a site visit with an Rhondda Cynon Taff County Borough Council officer to discuss the application and plans.

Members discussed and supported the concerns of those local residents objecting.

Councillor Ken Forsdyke agreed to work with the Clerk to write an objection.

RESOLVED: That the Council to object to planning application 15/1591/10 22 & 23 Tyle'r Hendy on grounds of

- (i) insufficient parking;
- (ii) loss of privacy for existing properties;
- (iii) planning permission could create a precedence and other residents may apply to develop their garage. A408

4 Reports and presentations from others

To consider the report from RCT Councillor Paul Griffiths and Margaret Griffiths on the future of Pontyclun Community Centre Building and its one recommendation 'The Community Council considers the option of being the lease holder for the Community Centre building'.

Councillor Paul Griffiths presented the report.

Members discussed and were keen to hear the view of the Pontyclun Community Centre Management Committee who had met with Rhondda Cynon Taff County Borough Council.

Councillor Ann Bennett, a member of the Management Committee, reported the Committee had not as yet made a decision as to whether or not it was in considering becoming the lease holders of the Pontyclun Community Centre building. The Council was told that the Management Committee was awaiting information from Rhondda Cynon Taff County Borough Council to further inform its decision .

RESOLVED: That the Council asks the Management Committee of Pontyclun Community Centre to arrange a meeting with the Community Council at their convenience, when they have made a decision in principle, as to whether they wish to be the lease holder of the Community Centre building A409

- 5 To confirm the minutes of the Council's Meeting 20 January, 2016 meeting as an accurate record.

Councillor Tony Lane disputed wording on Item 8 viii, page 4, claiming it should read

*'Councillor Tony Lane claims this arrangement included a clause to have the gate fitted from the **Football Club** car park to the **footpath to Ivor Woods**'.*

Council agreed to this amendment.

The Clerk was also asked to amend name to Pontyclun Football Club.

RESOLVED: That the Council approved the minutes of the 20 January, 2016 Meeting as an accurate subject to the two amendments shown above. A410

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

The Grievance Hearing Panel had met yesterday evening and a report with its decision was handed out to Members.

Councillor Tony Lane requested the matter be tabled at the next council meeting to allow time for all Members to read through the report.

RESOLVED: That the Council agreed that the appointed Grievance Hearing Panel
(i) meet with the relevant parties involved in the Grievance to feedback its decision
(ii) report its decision at the next Council meeting. A411

- 7 Reporting on Actions from previous meetings – Action Table

a Action 386 – Photocopier

The Clerk read through the 3 quotes obtained for a 5 year contract.

RESOLVED: That the Council agreed to use the company providing Quote A.

b Action 354 – Dog Bins

To receive list from RCT CBC of litter and dog bin sites.

It was noted that the list does not include bins for Miskin or Groesfaen and there are additional bins in the other wards not shown on the list.

Members were requested to notify the Clerk of bins owned by Rhondda Cynon Taff County Borough Council not on the list so that these can be added.

RESOLVED: That the Council noted the Rhondda Cynon Taff County Borough Council list provided.

- c Action 406 – Grants to Pontyclun Football Club: Cllr T Lane's claim that two £10,000 were made by Council during 2007/08.

The Clerk provided a list of grants made by this Council to Pontyclun Football Club clarifying that only one capital grant of £10,000 had been agreed by this Council

and was paid by instalments during the 2010/11 and 2011/12 financial years.

RESOLVED: That the Council noted the Clerk's report.

d Action 406 – Details of arrangements in 2004 for a gate from Football Club car park to adjacent garage services establishment.

The Clerk reported that the Minutes of the years 2004 through to present day had been checked and no record found.

RESOLVED: That the Council noted the Clerk's report.

- e** The Council raised concern at the time spent by the Clerk researching this information.
It was agreed all the Council's minutes should be made available on its website for Members and the public to peruse without requiring the Clerk to do this.
This task of placing previous minutes on its website could be contracted out.

RESOLVED: That the Council requested the Clerk to write a report for Members to consider the cost of having all its minutes available to access on its website by offering a one off contract of work to complete the task. A412.

f Action 404 – Refuse collection Café 50

The Clerk has contacted Rhondda Cynon Taff County Borough Council on this matter and is awaiting a response.

g Action 388 – Street Lighting at Pontyclun Rugby Club

The Clerk was asked to approach Rhondda Cynon Taff County Borough Council requesting the existing fittings are replaced with those more efficient.

h Action 209 – On-line Banking

The Clerk reported that despite months of discussions with Lloyds Bank, the Council's existing provider, Lloyds Bank is not able to provide internet banking facilities that comply with the Council's Financial Regulations and Standing Orders. The Clerk recommends an application for on-line banking with 'View Only' access for the Clerk is made.
The completed application form was duly authorised by three Members.

RESOLVED: That the Council agreed for the Clerk to have a View Only on-line banking status.

8 Report and recommendations from Working Groups

None received.

9 Report and recommendations from Clerk

- i To approve the payment of creditors.

RESOLVED: That the Council approved the payment of creditors as shown.

- ii To approve the budget monitoring report.

RESOLVED: That the Council approved the budget monitoring report as shown.

- a To note information on Internal Audit Arrangements from Clerk.

The Clerk reported the retirement of Mr Gwyn Evans, Internal Auditor to the Council for the previous three financial years.

The Clerk had researched four potential internal auditors and gave details of her findings to the Council.

RESOLVED: That the Council appoint Ms Nicola Eyre as its Internal Auditor for the 2015/16 financial year. A413

- iii To consider response to the planning applications
Councillor Ken Forsdyke had prepared a summary of the planning applications

RESOLVED: That the Council had no comments to make on the planning applications presented.

- a To discuss letter from Rhondda Cynon Taff County Borough Council notifying Pontyclun Community Council of an application registered by Otters Brook Trout Pools Ivor Park 15/1629/10 and that the details are now available on its website.

RESOLVED: That the Council noted the letter.

- b To note letter from Rhondda Cynon Taff County Borough Council giving the planning decision made for application 15/0453/10 Chapel House, Groesfaen.

RESOLVED: That the Council noted the letter.

- iv Update of Maes y Felin Field Regeneration Project.

The Clerk reported good progress was being made on the project.

Fence

The steel, powder coated, fencing is close to completion. The Clerk is arranging a site meeting to inspect the work. Councillors Paul Griffiths and Ken Forsdyke agreed to attend the site meeting together with the Caretaker and contractor.

The time and date to be confirmed by the Clerk.

A letter had been received from Pontyclun Football Club formally recording the

Club's appreciation to the Council for installing the new pro-mesh fence. It also updated the Council on the progress of the new changing rooms at Ivor Park to which the Council made a greatly appreciated £10,000 capital grant contribution in 2010/11 and 2011/12.

Lease

The Clerk read through an update from the Solicitors on the progress with the lease from the solicitors

'The lease is not yet in force but will be very shortly, We have sent the Statutory Declaration to Rhondda Cynon Taff County Borough Council and shall advise you accordingly as soon as formal completion has taken place'.

Play Equipment

The play equipment is being installed and there are no reports of delays.

RESOLVED: That the Council noted the update.

- v To note letter from Llantrisant and District Probus Club outlining what the Pontyclun Community Council grant was used for.

RESOLVED: That the Council noted the letter.

- vi To consider Tenders for Contract on proposal to convert small room at entrance of Café 50 (former Police room) to two disabled toilets.

Information is required in order to prepare a public consultation document.

The Clerk reported that of the 6 local building firms approached only 1 firm had submitted a Form of Tender as requested.

The Clerk opened the sealed bid and read out details of the price and offer details provided.

Members agreed that the estimate was not acceptable and requested that further quotes are obtained.

The Clerk handed out a report prepared by the Caretaker on findings of antisocial activity taking place in the public conveniences during his duties.

RESOLVED: That the Council requests

- (i) the Clerk seek further quotes from building firms for the conversion work;
- (ii) the police are notified of the antisocial activities at the public toilets and a request made that they to patrol the area;
- (iii) the Clerk to contact Rhondda Cynon Taff County Borough Council to reposition the CCTV camera to face the public toilets. A414

- vii To consider replies received from consultation on possible parking restrictions Llantrisant Road, Pontyclun.

Members considered the responses received to date and the need to decide on whether the Council would make a proposal on restricting parking along Llantrisant Road to help increase the flow of traffic through the area.

RESOLVED: That the Council requests the Clerk to propose to Rhondda Cynon Taff County Borough Council that a single yellow line restricting traffic between the hours of 7.30 am and 6.30 pm Monday to Friday is placed on Llantrisant Road on the side with odd number houses to assist traffic flow along

that stretch of road. A415

Councillor Brendan O Reilly left the meeting at 9.30 pm

Councillor Tony Lane left at 9.35 pm. The meeting ceased whilst Councillor T Lane handed a letter to the Chair and Clerk requesting further information on previous decisions of the Council. Business was resumed.

viii Café 50

- a To consider the Steering Group Meeting held on 28 January 2016 report with its recommendations.

The Clerk reported three letters has been sent to the Caterer, July, September 2015 and January 2016, requesting all outstanding rental payments are made.

RESOLVED: That the Council agreed to the recommendations made by the Steering Group:
(i) the Caterer is asked to pay direct through the bank to ensure payments are received on the due dates;
(ii) the Clerk to write to Cantorion Pontyclun to resolve the matter of two pianos in Café 50. One needs to be removed to create space for the book case;
(iii) the council adopts the new pricing policy;
(iv) a fridge is purchased to store refreshments for service users hiring Café 50. A416

- b To agree a procedure for appointing a contractor as agreed in the 2016/17 budget.

RESOLVED: That the Council agree a panel made up of Councillors Janis Jones, Ken Forsdyke and Margaret Griffiths is appointed. This panel is given delegated powers to publicise and award the contract in accordance to the Council's Standing Orders and Financial Regulations, to a suitable candidate. A417

- ix To consider any comments on Rhondda Cynon Taff County Borough Council proposal to adopt new Model Byelaws on skin piercing activities.
<http://www.rctcbc.gov.uk/EN/GetInvolved/Consultations/SkinPiercingByelawsConsultation.aspx>.

RESOLVED: That the Council and has no comments to make.

- x To consider a response to the Welsh Government: Government's consultation on National Development Framework Draft Statement of Public Participation and you are invited to comment. The closing date for responses is 25 April 2016.
<http://gov.wales/consultations/planning/proposals-relating-to-the-statement-of-public-participation-for-the-national-development-framework/?lang=en>.

RESOLVED: That the Council did not wish to submit a response to the consultation.

- xi To note letter from Welsh Government: Section 137 Expenditure limit for 2016/17 financial year.

MG

RESOLVED: That the Council noted the letter.

- xii To note correspondence received from the Post Office informing the Council of the Modernisation of the Pontyclun Post Office.

RESOLVED: That the Council welcomed the modernisation of its Post Office.

- xiii To note letter from One Voice Wales referring to Membership.

RESOLVED: That the Council noted the letter.

- xiv To consider the Council's annual insurance details for covering commencing 1 April 2016.

The Clerk reported the cost of the policy was slightly over the estimated amount budgeted for the 2016/17 financial year by £1.33.
The amount of this policy was likely to increase when the Maes y Felin Regeneration Project was added.

RESOLVED: That the Council noted the insurance details.

Notices of Motion from Councillors

10

None received

RESOLVED:

10 Questions from Councillors

None received.

11 Matters of discussion but not decision

None received.

Meeting finished at 9.45 pm

*M. Griffiths
16th March
2016*