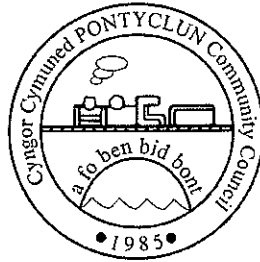


Cyngor Cymuned Pontyclun Community Council

Swyddfa Cyngor Cymuned
Canolfan Gymunedol Pontyclun
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M I N U T E S

Minutes of the **December monthly meeting** of Pontyclun Community Council held at Committee Room at Pontyclun Community Centre, Heol yr Orsaf, Pontyclun on Wednesday 21 December, 2016.

PRESENT: Community Councillors: Janis Jones(Chair), Ann Bennett, Ken Forsdyke, Neil Holley, Margaret Griffiths, Paul Griffiths, Brendan O'Reilly and Huw Rees

1. **Apologies for absence**

Community Councillor Gwynn Griffith

Absent: Community Councillors Tony Lane and Bethan Theaker

2. **Declaration of Interest**

Councillor Margaret Griffiths

"Member of RCT CBC Development Control Committee"

Item 9v

Item 9 ix b

Councillor Ann Bennett

Member of the Bowls Club

Councillor Paul Griffiths

Item 9 x

Member of Pant Governing Body

3 To consider passing the following resolution:

"By virtue of the Public Bodies (Admission to Meetings) Act, 1960, the press and public are excluded from discussions on the following item(s) on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted."

Item 9 vii Public Conveniences

RESOLVED: that the resolution was passed.

Janis F Jones
18/1/17

4 Matters raised by residents/guests

None received

5 Reports and presentations from others

None received

6 To confirm the minutes of the Council's 16 November, 2016 Monthly meeting as an accurate record.

RESOLVED that the minutes of the Council's 16 November, 2016 Monthly meeting were confirmed as an accurate record and duly signed and dated by the Chair.

7 Reporting on Actions from previous meetings – Action Table

Action table noted.

Councillor Paul Griffiths reported the first stage of the Rhondda Cynon Taff County Borough Council consultation 'Proposed upgrade of existing zebra crossing to a puffin controlled crossing and amendments to prohibition of waiting and loading restrictions and relocation of a bus stop – Cowbridge Road, Pontyclun' has been completed. The next stage is a period of Public notice of the proposals, where details of the scheme are advertised to provide opportunity for members of the public to formally raise any comments they may have.

8 Report and recommendations from Working Groups/Meetings attended by Council Representative

- i To receive Report on a proposed new position of coordinator for Café 50 worker.

19.15 pm Community Councillor Brendan O'Reilly left the meeting.

Councillor Margaret Griffiths presented the report. The new post proposed would be subject to an annual Service Level Agreement with Rhondda Cynon Taff County Borough Council, who will provide funding for 90 % of the post.

RESOLVED that

- a) in principle, for a new position of coordinator for Café 50 to be created on the basis of a service level agreement with Rhondda Cynon Taff County Borough Council providing 90% funding (£9,835.28) towards the appointment.
b) written confirmation from Rhondda Cynon Taff County Borough Council is received on the proposed Service Level Agreement and funding of a coordinator for Café 50 post;
c) the contract for this post to be reviewed annually and is subject to continued funding through a service level agreement with Rhondda Cynon Taff County Borough Council;
d) a HR subcommittee comprising of Councillor Margaret Griffiths, Janis Jones, Ann Bennett and Clerk was agreed with delegated powers to shortlist and interview candidates. A489

- ii To receive Report from the Admin Group on proposed new position of cleaner for Café 50 and toilets.

RESOLVED that the Clerk was given delegated powers to appoint a cleaner for 2 hours per week at National Living Wage rate. A490

- iii To receive feedback from Councillor Ann Bennett, convener of the Environmental Group on Pontyclun Park

Councillor Ann Bennett reported the fruit trees for the orchard will be planted in the New Year.

- vi To receive feedback on the Pontyclun Festival of Christmas Lights and Music

Council agreed the event had been well received by local residents and Members thanked all who volunteered in helping make the day a success.

A special thank you was given from the Council to the participating choirs and band, the sound and lighting arrangements, Pontyclun Community Centre Management Committee and Pontyclun Action Group.

9 Report and recommendations from Clerk

- i To approve the payment of creditors

The Clerk reported an incident of fraudulent activity detected on the Council account and has reported this to the bank.

The bank is investigating the matter. A new debit card has been issued.

RESOLVED that the payment of creditors for the period 1 to 30 November 2016 was approved and duly signed and dated by the Chair.

- ii a To approve the budget monitoring report as shown.

The Clerk reported the Caterer continues to have outstanding payments for rental of Café 50. Reminder letters are issued on a regular basis.

RESOLVED that

- a) when drafting the new contract with the Caterer it must stipulate that all due rental payments must be made by on the due date through a Standing Order direct into the Councils bank account;
- b) an outstanding payment for cleaning services at Café 50 is made immediately.

- b To approve a virement

RESOLVED that the virement was approved.

Item 9 vii on the agenda was brought forward

To receive Clerk report on the Public Conveniences

RESOLVED to

- a) proceed with the disposal of the public convenience building to Rhondda Cynon Taff County Borough Council with a view to demolishing the building and re-aligning the existing parking arrangements to make more car parking available;
 - b) appoint Mr Glenn Evans of Devonalds to act for this Council in the sale of the public convenience.
- A491

- iii To receive the Clerks Report on Budget and Precepts 2017/18
Decisions required;
(a) to confirm the revenue expenditure budget set out in the report
(b) to confirm the "earmarked" reserves set out in the report
(c) to confirm the budget/precept figures for 2017/2018 and if agreed to forward the precept details to Rhondda Cynon Taff County Borough Council;

RESOLVED that the Maesyfelin Special Project reserve balance is reduced to £5,000. *The Clerk was instructed to review the draft budget for 2017-18.*

- iv To appoint the Council's internal auditor for the 2016/17 financial year's annual accounts

RESOLVED that Mrs Nicola Eyre is appointed internal auditor for the 2016/17 financial year's annual accounts.

- v To consider response to the planning applications.

Councillor Ken Forsdyke read through the applications.

RESOLVED that no comment was made.

- vi To receive the Clerks report on Footbridge over Nant Dyfrgi.

Parks Services, Rhondda Cynon Taff County Borough Council is able to provide a crew of up to 7 people to assist in transporting materials to/from the site.

Costs are £10 per hour/per crew member plus £4.00 transport costs to/from site.

RESOLVED that

- a) the sum allocated for a replacement footbridge be increased to £12,000 for the purchase of a steel and timber structure;
b) Rhondda Cynon Taff County Borough Council Parks Services is engaged to assist in transporting materials to/from the site.

- vii To receive Clerk report on the Public Conveniences.

Moved further up the agenda by Council consensus.

- viii To approve the contract with the Pontyclun Community Centre Management Committee for the hire of the Council Office 1 April 2017 to 31 March 2018.

RESOLVED the draft contract shown in appendix 13 was approved by the Council.

- xi To decide on grant application received from
a Pontyclun Institute Athletic Bowls club for £125

RESOLVED a grant of £100 was awarded.

- b Pontyclun Ladies Bowles club for £150

RESOLVED a grant of £100 was awarded.

- c Llantrisant and District Local History Society for £400

RESOLVED a grant of £100 was awarded. For item 1 and £100 for item 2.

- x To decide on Y PANT request for financial assistance

RESOLVED a financial donation of £400 was agreed.

To note the letter from Arriva Trains Wales travel vouchers totalling £300 and decide how to share with volunteers of the Adopt a Station scheme.

RESOLVED the vouchers are to be returned to Arriva Trains Wales as Council staff maintain the floral displays at the station.

- xi To consider Eisteddfod Genedlaethol's request for a financial contribution to its 2017 festival in Anglesey.

RESOLVED no financial assistance was awarded on this occasion.

- xii To receive the letter from Tesco dated 9 November, 2016 regarding the delivery to the Express Store on Cowbridge Road.

Members discussed the letter from Tesco and agree it has not and does not give permission for deliveries to take place at the rear of its store. Complaints have been received by the Council from service users being blocked in the car park whilst unloading is taking place.

A compromise may be for Tesco to consider creating additional parking facilities in the vicinity.

RESOLVED the Clerk was instructed write to Tesco Express outlining the Councils discussion. A492

- xiv To note the £36.02 raised for the Royal British Legion Poppy Appeal and the card from Mrs Dennis Ellis thanking the Community Council for their support on Remembrance Sunday.

RESOLVED that the cards were noted.

- xv To note a £100 financial aid grant from Llantrisant Community Council

2017/18 draft budget to be adjusted accordingly.

RESOLVED the grant was noted.

- xvi To note Welsh Government publication on principles and guidance for the appropriate use of non guaranteed hour arrangements in devolved public services and the Cabinet Secretary for Finance and Local Government written statement and accompanying guidance. <http://gov.wales/about/cabinet/cabinetstatements/2016-new/nonguaranteedhours/?lang=en> Hard copy available from the office on request

RESOLVED the publication was noted.

- xvii To respond to Welsh Government's Call for Evidence and Projects inviting people to submit evidence which can help inform the development of the National Development Framework (NDF) and details of projects which are of national importance and can help Wales achieve its objectives.

Will be open until 7th March 2017.

<http://gov.wales/topics/planning/national-development-framework-for-wales/call-for-evidence-and-projects/?lang=en> Hard copy available from the office on request.

RESOLVED the Council has no response.

- xviii To respond to Welsh Government's consultation on the Welsh Transport Appraisal Guidance (WelTAG) 2017. Closing date for responses 2 March 2017
<https://consultations.gov.wales/consultations/welsh-transport-appraisal-guidance-2017> Hard copy available from the office on request.

RESOLVED the Council has no response.

- xvii To respond to Welsh Government's Call for Evidence and Projects inviting people to submit evidence which can help inform the development of the National Development Framework (NDF). Will be open until 7th March 2017.
<http://gov.wales/topics/planning/national-development-framework-for-wales/call-for-evidence-and-projects/?lang=en> Hard copy available from the office on request.

RESOLVED the Council has no response.

- xviii To respond to Welsh Government's Consultation on changing the name of the National Assembly. Closing date 3 March 2017.
http://www.assembly.wales/en/abthome/about_us_commission_assembly_administration/abt-commission/Pages/NameChangeConsultation.aspx Hard copy available from the office on request.

RESOLVED the Council has no response.

- xix To note One Voice Wales training courses Jan – March 2017

RESOLVED the courses were noted.

10 Notices of Motion from Councillors

None received

11 Questions from Councillors

None received

12 Matters of discussion but not decision

Councillor Margaret Griffiths

Raising the formal consultation from BT regarding their current programme of intended public payphone removal.

The Council discussed the closure and removal of BT telephone boxes in the ward of Pontyclun. It was agreed that due to the lack of, or limited use and the prevalence of mobile telephones that no objection to the closure and removal of the three boxes would be made.

The Clerk shared an invite by the Independent Remuneration Panel for Wales round table discussion events in January and February 2017 on its remuneration framework for community and town councils.

Meeting finished at 21.35 pm

Joni F Jones
18/1/17