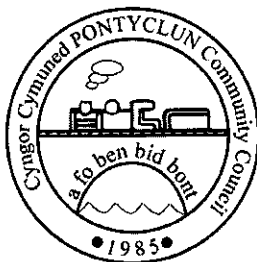


Cyngor Cymuned Pontyclun Community Council

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
Gwefan: www.pontyclun.net

Telephone: 01443 238500
Email: pontycluncc@hotmail.co.uk
Website: www.pontyclun.net

M I N U T E S

Minutes of the **October monthly meeting** of Pontyclun Community Council held at Café 50, Pontyclun Community Centre, Heol yr Orsaf, Pontyclun, at 7:00 pm on Wednesday 21 October, 2015.

PRESENT: Community Councillors: Ann Bennett, Ken Forsdyke, Gwynn Griffith, Margaret Griffiths (Chair), Paul Griffiths, Janis Jones, and Bethan Theaker

1. Apologies for absence

Apologies received from Community Councillors, Gordon Norman, Brendan O'Reilly and Huw Rees.

The Council noted the three apologies for absences.

Absent: Councillor Tony Lane.

The Council wished to send its condolence to Councillor Lane and his family.

The Clerk asked the Council to agree a new administration procedure for meetings.

[As recommended in the Minute Taking; Key Guidelines book by Lee Comer and Paul Ticher. Pages 84/85].

RESOLVED: That the Council agreed to sign a Register of Attendance at the beginning of each Council meeting.

2. Declaration of Interest

Councillor Margaret Griffiths

Item 11 v

"I am a member of Rhondda Cynon Taff County Borough Council Planning Development Committee".

M. Griffiths
18th November 2015

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 4.

RESOLVED: That the Council passed the resolution.

**4 Report from the Chair with a recommendation;
'The Council agrees a protocol for responding to complaints regarding councillor
behaviour'.**

Appendix
1

RESOLVED: That the Council instructed the Clerk to identify, and report back to the Council, an independent mediation service to discuss and make a recommendation to the Council on how
(a) Councillors
(b) the Council and its Staff
can work together. A374

5 Matters raised by residents/guests

Following serious incident at the beginning of this month Pontyclun Primary School has requested additional green cones are purchased by the Council. The cones are used on the road outside of school during its drop off and pick up times to keep the immediate area clear of vehicles. Some of the cones purchased by the Council in May 2013 have been damaged. Costs per cone £5.75 & VAT.

Members agreed that the green cones previous purchased were not sufficiently robust.

RESOLVED: That the Council instructed the Clerk to
a) report back to the Council on the prices of larger cones
b) check with the police that larger cones would be suitable to use A375

6 Reports and presentations from others
None received.

**7 To confirm the minutes of the Council's 16 September, 2015 meeting as an
accurate record.**

Appendix 2

RESOLVED: That the Council approved the minutes of the 16 September, 2015 meeting as an accurate record as shown in appendix 2

8 Notices of Motion from Councillors

None received.

9 Matters arising from previous meetings – Action Table.

Appendix 3

i Action 369 – legislation Register of Members Interest

Appendix 4

Local Government (Democracy) (Wales) Act 2013; 58 2 (b)

Members to give Clerk their completed Register of Members' Interest form.

Members were reminded to return their completed forms to the Clerk as a matter of urgency.

ii Action 372 Standards Conference Wales

Councillors Ann Bennett and Margaret Griffiths attended the event and noted the lack of procedure for Community Councils to deal with complaints. A report will be tabled at the next meeting.

iii Action 360 Audio Recording Equipment

Further research was needed to identify other Councils with audio recordings of their meetings and published on their websites.

Report distributed at meeting

iv Action 345 Planning Training

Councillor Bethan Theaker was unable to attend.

v Action 339 CMVA Concert

Councillor Ken Forsdyke attended the annual concert. He reported the entertainment was excellent and was able to raise the profile of Pontyclun Community Council at the event.

vi Action 314 Dog Bins

All three dog bins have now been delivered.
The Caretaker will be installing the bins over the coming weeks.

vii Action 306 – Fracking Public Meeting

Not required as one was held in neighbouring village.

viii Action 298 – Bus Shelter Cwrt Bethel

After careful consideration the Council agreed a bus shelter here would be too close in proximity to the residential flats.

RESOLVED: That the Council will not install a bus shelter at Cwrt Bethel (North Route) A298

xix Action 245 - Hendy Community Garden/Allotment

Councillor Ann Bennett has not been able to contact the project despite numerous enquiries.

MB

10 Report and recommendations from Working Groups

Feedback from Local Economy meeting held on 14 October, 2015
Convener, Councillor Paul Griffiths, gave feedback from meeting.

Members considered the 2015/16 Budget for Christmas at £3,500.
Less estimate costs of 4 x column lights @ £550 each plus VAT (2014 prices).
Leaving a balance of £1,300.

The Pontyclun event would also require temporary external staging, crowd barriers, matting for grass area, external lighting, gazebo, insurance, flyers to advertise event and suitable equipment/clothing for stewards.

Members discussed a suitable attraction for the younger members of the community attending the Pontyclun event. It was agreed to hire reindeer using the Council's reserve fund.

RESOLVED: That the Council agreed

- a) To ask Mr Ian Chaney, Floodlight and Electrical Services, to switch the village lights on at 5pm on Saturday 28 November, 2015.
 - b) Enquire with Mr Chaney for costs of lights around Cafe 50/Community Centre and solar lights for tree at front.
 - c) Events based in and around Cafe 50/Community Centre to precede lights being switched on.
 - d) Investigate a local celebrity to help promote the village that afternoon.
 - e) Request a brass band/choir to provide entertaining at North end of village.
 - f) Community Council to have further talks with police on details of event.
 - g) Hire reindeer costing £900 plus VAT for the afternoon.
 - h) Clerk to work with Caretaker to identify and purchase equipment needed for the Pontyclun event.
- A376

11 Report and recommendations from Clerk

- i To approve the payment of creditors

Appendix 5

RESOLVED: That the Council approved the payment of creditors as shown in appendix 5

- ii To approve the budget monitoring report

Appendix 6

The Council thanked Councillor Bethan Theaker for organising a fund raising event in aid of Cafe 50 in September, 2015 which raised £1,200.

RESOLVED: That the Council

- a. approved the budget monitoring report as shown in appendix 6
- b. requested the Clerk to submit a grant application to Llantrisant Community Council for Cafe 50 A377

- iii Budget for financial year 2016 to 2017
Members are reminded of its Standing Orders;
Item 20 Estimates/precepts
b. Any committee desiring to incur expenditure shall give the Proper Officer a written estimate of the expenditure recommended for the coming year no later than November.

RESOLVED: That the Council noted any Members or Working Group desiring to incur expenditure shall give the Proper Officer a written estimate of the expenditure recommended for the coming year no later than November.

- iv To discuss the Wales Audit Office correspondence dated 24 September in particular the 6th paragraph which read 'auditors will focus on budget setting and monitoring and the engagement of internal audit for 2015-16'.

Appendix 7

Members considered the current internal control arrangement to be robust and fit for purpose.

RESOLVED: That the Council discussed and noted the Wales Audit Office correspondence.

- v To consider planning applications

Appendix 8

Councillor Ken Forsdyke summarised the application received.

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

- vi Report on e-mail address

Appendix 9

Members who wish to have a @pontyclun.gov.uk e-mail address set up must contact the Clerk who will arrange.

RESOLVED: That the Council agreed to

- i) to register the domain name pontyclun.gov.uk
- (ii) adopt the e-mail address cc@pontyclun.gov.uk
- (iii) The Council agrees for individual Members to have their own community council e-mail address if requested. A378

- vii Report on Maes y Felin Regeneration Project.

Appendix 10

The Clerk reported Sovereign Steel would be removing the existing fence around the football field over the coming weeks and the new fence around the football field will be installed.

However, the original estimate had not included a section of fencing running between the Football Club car park and the neighbouring property.

Councillor Paul Griffiths reported that Rhondda Cynon Taff County Borough Council will soon provide a draft lease for consideration by the Community Council's solicitor. The draft lease will be supported by the opinion of Counsel. This opinion had been requested by Rhondda Cynon Taff County Borough Council.

RESOLVED: That the Council agreed to fund the installation of an additional 35m promesh fencing running between the Football Club car park and the neighbouring property costing £2,135 plus VAT. A379

viii To note letter from member of Girl Guide Cymru and Clerks reply.

Appendix 11

RESOLVED: That the Council noted both the letter from member of Girl Guide Cymru and Clerks reply.

ix To agree Leekes proposed press release Café 50.

Appendix 12

RESOLVED: That the Council agreed to the Leekes proposed press release Café 50.

x To agree arrangements for Remembrance Sunday.
Members agreed to include a wreath donation in future budgets.

Appendix 13

RESOLVED: That the Council agreed for
a) vice Chair Ken Forsdyke, to represent Community Council at the Pontyclun cenotaph
b) Councillor Huw Rees represent Community Council at the Miskin cenotaph
c) for a donation of £50 to be made for the two poppy wreaths.
d) include a wreath donation in future budgets. A380

xi To note Café 50 Steering Group Meeting on Thursday 29 October, 2015 at 1.45 pm.

Appendix 14

RESOLVED: That the Council noted the Steering Group Meeting on Thursday 29 October, 2015.

xii To discuss the requirements of the Wellbeing and Future Generations (Wales) Act (2015);

Appendix 15

a letter from Welsh Government 7 September 2015 - original was not received by office due to e-mail being compromised

i
ii

b letter from RCT CBC 1 October 2015

c link to Statutory Guidance for the Well-being of Future Generations (Wales) Act 2015 SPSF1 – Core guidance. <http://gov.wales/docs/desh/consultation/150907-spsf-1.0-core-guidance-en.pdf>

iii

d Statutory Guidance for the Well-being of Future Generations (Wales) Act 2015 SPSF4 – Collective Role (Community Councils)

e to nominate delegate to attend consultation events for public bodies affected by the Act (morning session) 23 October, Cardiff, SWALEC Stadium

iv

- f to consider a response to the consultation – closing date 16 November, 2015.

The Clerk reported an e-mail had been received from One Voice Wales who will be representing Community Councils at the Preparing for Public Services Boards conference Item e above.

The Council noted its Working Groups are reflective of the themes raised in the Well-being of Future Generations (Wales) Act 2015.

RESOLVED: That the Council notes items a b.c.d and e and had no comments to make for the consultation, item f

- xiii To nominate delegate to attend the Vale of Glamorgan Local Development Plan Pre Hearing Meeting at 10am on Thursday 19 November, 2015. Appendix 16

RESOLVED: That the Council do not wish a delegate to attend this pre hearing meeting but do wish to continue to be consulted at all stages in its Local Development Plan. A381

- xiv To note Taff Ely (Llantrisant Ramblers) letter dated 26 September, 2015 Walks Programme October 2015 – March 2016. Appendix 17

RESOLVED: That the Council noted the Taff Ely (Llantrisant Ramblers) letter and programme.

- xv To discuss the Welsh Government: Independent Remuneration Panel for Wales Draft Annual Report - February 2016. in accordance with the requirements of Section 147 of the Local Government (Wales) Measure 2011, a link to the IRPW's draft Annual Report, February 2016, which would have effect for the municipal year 2016/17, and a covering letter from the Chair, Richard Penn.
<http://gov.wales/irpwsb/home/publication/2016-17/?lang=en>
Section 10 of the Report refers specifically to Town & Community Councils,
<http://gov.wales/irpwsb/home/publication/2016-17/iinformation-leaflet-community-town-councils/?lang=en>
In order to meet the Measure's requirement to publish this report by 28th February 2016, any representations you may wish to make about this report should be received by no later than 30th November 2015.

Appendix 18

RESOLVED: That the Council has no comments to make on the Independent Remuneration Panel for Wales Draft Annual Report.

12 Questions from Councillors

None received.

13 Matters of discussion but not decision

Councillor Gwynn Griffith's report on Groes Faen Recent Matters.

Members discussed the three items presented in the report.

Item 3. It was recognised that Groes Faen does not have a war memorial and Councillor Griffith is investigating potential funding streams and canvassing local residents on this matter. Councillor Griffith is also researching the lives of two local men who lost their lives in the advance following D.Day.

Councillor Margaret Griffiths suggested for a photograph of the two memorial plaques referred to in the report are placed on the Peoples Collections Wales website with an invitation for people to make comment.

RESOLVED: That the Council

- a) noted that Persimmon is interested in developing housing in the Groes Faen area but that there is no land within the local development plan that is allocated for housing
- b) agreed to support an objection to reopening the Creigiau Quarry on the basis of heavy quarry traffic will by using the A4119 through Groes Faen and that this will cause disruption to local residents and businesses.
- c) would in principle support an application made to the Heritage Lottery Fund for a war memorial in Groes Faen. A382

Meeting finished at 9.25 pm

Margaret Griffiths
18th November 2015
MB