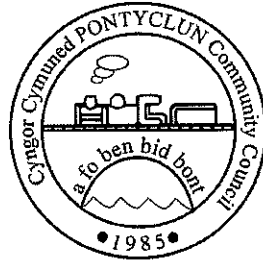


Cyngor Cymuned Pontyclun Community Council

Swyddfa Cyngor Cymuned
Canolfan Gymunedol Pontyclun
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Minutes July 2017 Council meeting

Attendees

PCC Member attendance at ordinary meetings												
Member name	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Martin Ashford	█	█	█									
Margaret Griffiths	█	█	█									
Paul Griffiths	█	█	█									
Neil Holley	█	█	█									
Anne Jackson	█	█	█									
Gwyn Jackson	█	█	█									
Kate Jones	█	█	█									
Karan Lane	█	█	█									
Alison Theaker	█	█	█									
Carole Willis	█	█	█									
Mike Davies	█	█	█									
Present	█	█	█									
Apologies												
Absent												

1. Disclosure of personal and pecuniary interest in items of business listed below in accordance with the Code of Conduct.

- i. Members are requested to identify the item number and subject that their interest relates to and signify the nature of the personal interest; and
- ii. Where Members withdraw from a meeting as a consequence of the disclosure of prejudicial interest they must notify the Chairman when they leave.

Councillor Kate Jones declared she was a member of Pontyclun Action Group (PAG) – Regarding report from Social & cultural working group

2. To confirm the minutes of the Council’s Annual meeting of 21 June 2017 as a true record of the last Council Annual Meeting.

Minutes confirmed as true record.

One matter arising. Chairman met with Pontyclun Rugby Club and discussed Bridgers Rugby. PRC are supportive of us helping them as this would not clash with them. **Council agreed to award Bridgers Rugby £100 grant. Clerk to effect payment Action MM549**

3. To agree actions relating to Pontyclun Place plan and Council plan

- a. Place plan. **Council agreed to take forward Chair’s timetable for Place Plan with aim of making this a piece of “Significant material Information”. Admin working group to take**

this forward in Sept with a “plan team” to be created in October involving wider community. Plan to be based on shapemytown.org template. Action MM550

- b. **Active Travel Consultation. Council agreed that Economy working group to prepare response to this. As time for response is day after our next meeting if possible response to be shared in September. Action MM551**
 - c. **Report from Social & Cultural working group. Council agreed to invite representatives from PAG to attend next meeting of Social & Cultural working Group (6th Sept) to discuss Christmas festivities. Aim is to have theirs and ours on the same date. Action Clerk to book Community Centre for 2nd Dec, Café 50 for 6th Sept and contact Christmas lights suppliers regarding arrangements MM552. MR to invite PAG members. MM553**
 - d. **Great Pontyclun Village Picnic. This will be held on 2nd August weather permitting**
 - e. **Managing our green spaces & Tree charter. Council agreed to sign tree charter and adopt Principles of Green space management. Action Clerk to effect acceptance MM554. Clerk to draw up policy using Tree Charter and Green Key award guidelines bringing forward through Environment working group and involving RCT ecologist to support where required. MM555**
4. **To review & approve last month’s Council payments. Council approved payments Council also resolved to express their thanks to the Caretakers for the flower displays this year.**
5. **To review and approve actions relating to Clerks report on Budget and Reserves. Council resolved for Action group to review further and recommend actions going forward. Action MM556. Clerk to forward copy of RCT funding agreement for Café 50 welcome officer to Councillors. Action MM557.**
Council agreed spend up to £250 on winter flowers for the Community. These will be bulb based except in Cenotaph area where flowers will be used. Action Caretaker MM558
6. **To approve Chairman’s report on Clerk’s position. Following advice from One Voice Wales, Council agreed to advertise the post of permanent clerk at the end of August. Action MM559**

Voting was

For – Councillors Paul Griffiths, Margaret Griffiths, Martin Ashford, Neil Holley, Anne Jackson, Gwyn Jackson, Mike Davies & Carole Willis.

Against – Councillors Kate Jones & Karan Lane

Panel to interview are Chair / Deputy Chair and Martin Ashford with meeting of Council on 20th Sept to confirm.

7. **To approve policy on Computing equipment. Council approved purchase of a recycled Computer from Rhondda recycling (cost approx. £250). Installation and ongoing Computer management as recommended in supporting papers initially funded from EMR. Clerk to effect MM560 AD Computers was selected as supplier for this and ongoing work if required and Darpan not able to help.**
8. **Clerks report**
- a. **Update on past agreed actions**
Council agreed to offer contract to Cleanmate, who are a local firm on the basis that they remove their 2hr minimum price per clean. Clerk to liaise and agree with cleaners MM561 – update Cleanmate are agreeable

Council agreed to put up railings to bridge at Otters brook using treated softwood. Action MM562
 - b. **Staff conditions**
Council agreed to adopt the managing staff performance outline.
Council agreed to add special leave arrangements for Public & trade union service as recommended to staff terms. Action MM563

Clerk to revert in Sept with details on "general leave requests" Action MM564

- c. **Armed Forces Covenant. Council agreed to sign Armed Forces Charter as recommended with change to one action – "aiming to participate in Armed Forces day" rather than actively participating. Clerk to implement Action MM565**
- d. **Requests from Residents
Council agreed to request from Community Centre to extend our WiFi to them. Cost will be approx. £30 before VAT. Clerk to action MM566 using hardware budget.**

Council agreed to request RCT for a dog poo bin on road near to start of footpath ANT326 and also near start of path along river by Fire station (on firestation side) Action Clerk MM567

**Chair to include a section in next Diary entry about following Countryside code
Clerk/Caretakers to arrange laminate signs for footpath ANT326 to remind users of Countryside code Action MM568**

Environment working group to produce report on current Dog Poo bin locations and recommend where else they should be placed so we can ask RCT. Action MM569

*I certify these are a true record of the minutes
of the meeting*

P. [Signature]