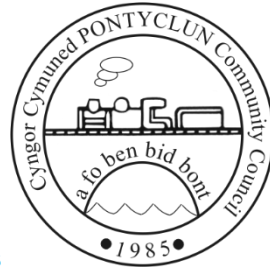


# Cyngor Cymuned Pontyclun Community Council

Swyddfa Cyngor Cymuned  
Canolfan Gymunedol Pontyclun  
Heol yr Orsaf  
Pontyclun  
CF72 9EE



Community Council Office  
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## MINUTES

Minutes of the monthly **Meeting** of the Pontyclun Community Council held at Cafe 50, Heol yr Orsaf, Pontyclun at 7.00 p.m. on **Wednesday 15<sup>th</sup> November 2017**.

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

1. Apologies - **None**
2. 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 is a member of Pontyclun Action Group (re agenda item 6)**

3. To confirm the minutes of the Council's meeting of 18 Oct. 2017 as a true record of the last Council meeting
  - a. **Confirmed as a true record**
  - b. **Matters arising – RCT have no Cookers in stock which they could give to Café 50. A service has been undertaken on our existing Cookers. Two issues identified – An external vent is required and the cooker hood needs to be linked to the gas switch. Clerk to investigate if RCT can resolve (relating to building) and report back. Action MM604**
4. To agree options for Car Park in Heol yr Orsaf

- a. The Council noted the many and varied responses to our consultation with over 300 responses in total.
  - b. It was noted that change could have significant impacts on users and potential users – e.g.
    - i. One commuter felt that if they had no parking they might have to change jobs
    - ii. One elderly resident who used to go to Café 50 – “which was a lifesaver for her” now had to stop as she could not park in the car park.
    - iii. Local residents are very concerned that adding a parking restriction would cause significant issues in local streets
  - c. The Chair thanked the various Councillors and staff who had obtained views and the public who had given those views.
  - d. As the work to add additional car parking spaces at the location of the current toilets is due to start in January the Council decided to defer a decision on retaining the Heol yr Orsaf car park until after the effects of the additional spaces was seen
  - e. The council also agreed to look at several other potential actions
    - i. Contact Pontyclun Athletic Club to see if they would allow Parents to use their car park at drop off and pick up times – this was previously allowed by them. **Clerk to contact action MM605**
    - ii. **Clerk to contact RCT to see if they would act to convert the large verges in the existing car park into spaces – between 4-6 spaces could be added. Action MM606**
    - iii. **Clerk to contact Punch taverns to see if they would release some spaces in the Windsor car park. Action MM607**
    - iv. **Council to investigate with householders by the Cenotaph for their views about painting Parking Bays on the main Rd with no restrictions. Action MM608**
    - v. **Council to consider during budgeting, additional hard standing by side of Community Centre so caretakers could park there; releasing Car Park spaces for others and to consider estimates for converting grass verge to the east side of Café 50 for parking MM609**
    - vi. **Clerk to contact Tesco to see if arrangements can be made to regularise their use of the Car Park. Action MM610.**
5. To approve Council payments
    - a. Council approved October payments
    - b. Council approved payment of 2017 Election costs
    - c. Council agreed to write off the longstanding cheque, and to reissue if requested by beneficiary.
  6. To receive reports from Working Groups
    - a. Social & Cultural re Christmas
      - i. Council agreed to purchase 12m of additional lights for outside of café 50/Community Centre (if available) **Clerk to arrange Action MM611**
      - ii. Council agreed to purchase 6 solar Christmas balls for Miskin and Groesfaen plus a set of solar lights for the tree in Miskin. **Clerk to arrange MM612**
      - iii. Council agreed to hold Christmas lunch for Members and Officers on 19<sup>th</sup> Dec. The Council agreed to pay for any Officers attending. Members would pay for their own lunch.
      - iv. Council agreed that Café 50 could close between Christmas and New Year provided the regular lunch users agreed or alternative arrangements could be made for those relying on the service. **Action Tara to investigate MM613**
      - v. **Councillors to advise if they know anyone else who can help with the Festival of Music and Light on 2<sup>nd</sup> December; and tell Julius. Clerk to complete & issue Marshal Roles Action MM614**
  7. To consider attending consultation on Independent review of Town & Community Councils
    - a. Council noted this request and all Councillors may attend to give their views
    - b. Councillor Kate Jones will be attending, and any Member having view they wish to give can forward them to her to do so on their behalf.
  8. To approve signing of transfer document for sale of Toilets on Cowbridge Rd
    - a. Council approved motion “Pontyclun Community Council resolves to confirm their previous decision to sell the public toilets in Cowbridge Road to RCT CBC for the sum of £20000, as

**independently valued, and Members are authorised to effect this transfer by executing the relevant deed”**

- b. **The document was signed at the meeting by Councillors Kate Jones and Martin Ashford in the presence of the Clerk**
9. To discuss RCT report on strategic Opportunity areas
- a. **The Council noted the report**
  - b. **Members are free to write to RCT with their views**
  - c. **Council agreed to write expressing disappointment that there was no mention of work required at Pontyclun Railway station and that the Strategic opportunity to review the “New Town” project in Talbot Green was not taken. Clerk/Chair to draft letter Action MM615**
10. To discuss initial budget requests for 2018-9 by Working groups
- a. **The Council discussed the requested projects. The following will all be considered during budget discussions**
    - i. **Bollards in Merthyr St**
    - ii. **Signage for Parks/Woods**
    - iii. **Place plan delivery**
    - iv. **Benches for Cycle path/Park**
    - v. **Walking festival**
    - vi. **Walk leaflets**
    - vii. **Funds for additional parking**
    - viii. **Equipment to support litter picking**
    - ix. **“The Battle’s Over” Commemoration**
    - x. **Picnic in the park**
    - xi. **Photographic Competition**
    - xii. **Gardening Competition**
    - xiii. **Dark Night Event**
    - xiv. **Bus Shelter at Miskin Rd**
  - b. **The Council deferred painting lines for car Park into following year**
  - c. **The Council agreed to undertake Job Evaluations for staff immediately. Clerk to action with One Voice Wales Action MM616**
11. Clerks report
- a. Update on prior meeting actions
    - i. **Clerk to produce report for December meeting once all quotes received for Ivor Woods work**
    - ii. **Council agreed to put noticeboard inside Groesfaen bus shelter**
    - iii. **Clerk authorised to provide an article to Friends of the earth to promote Bee Friendly status to other Councils**
  - b. To consider recommendations from Internal Auditor
    - i. **Council noted recommendations and Clerk actions presented**
    - ii. **Clerk to investigate Electronic payments and report back to Council Action MM617**
  - c. To agree initial starting point for Council Communication strategy
    - i. **Admin group to consider report and make recommendation to Council Action MM618**

Confirmed as a true copy of the approved minutes of the November 2017 meeting. The original signed copy of these minutes can be seen at the Council Offices.