

Minutes of the November monthly meeting of the Pontyclun Community Council held in the Bethel Baptist Church and Centre, Heol Miskin, Pontyclun at 7.00 p.m. on Tuesday, 10 November, 2009.

PRESENT: Community Councillors D Clayton-Jones, P Griffiths, J V Huish, M. Rea and C Willis

ALSO IN ATTENDANCE: Eight members of the public.

1. **APOLOGIES:** Apologies for absence were received on behalf of Councillors Ms S Jenkins, R G Norman and S Rogers

2. **Declarations of Interest**

Borough Councillors Huish and Rea both made declarations of interest in respect of planning applications on the grounds that they were both members of the Borough Council's Planning Committee.

3. **Residents' concerns**

The Council received an address from two members of the Management Committee of the Pontyclun Community Centre who were deeply concerned at the introduction of car parking charges in the car park adjacent to the Community Centre.

The representatives pointed out that as a result of the imposition of parking charges the car park was hardly used while the main road and the surrounding side streets were congested with traffic. Congestion was particularly bad around the Pontyclun Primary School with vehicles frequently double parking and compromising the safety of children.

The representatives asked if the Community Council could help by offering to buy the car park from the Borough Council and thereby providing ample safe parking for residents and visitors to the village.

The representatives were told that the Community Council sympathised with their views and was concerned at the problems that the introduction of car parking charges had caused. The Council was due to discuss any assistance it could offer later in the meeting. The representatives were invited to stay to hear the discussion.

4. **Police matters**

(a) **Reports from the police**

There was no representative from the police at the meeting. Councillor Rea stated that he had contacted the police at the absence of any police representative at recent meetings of the Community Council.

He had been advised that while the police would like to attend every meeting of the Council, resources would dictate whether it would be possible for a representative to attend. In the instances where it was not possible for a representative to attend and councillors wished to report areas of concern, they were urged to make telephone contact with the police either personally, or through the Clerk, at the Talbot Green police station.

RESOLVED: That the matter be noted.

(b) **Reports from Members**

No reports were received.

5. **Minutes of the Council's meeting of 13 October, 2009**

RESOLVED: That the minutes of the Council's meeting of 13 October, 2009 be approved as an accurate record subject to the inclusion of the words "with a view to sending out e-mail copies of agendas to Members" after the word "documents" in the resolution to minute 9 (b)

6. **Matters arising**

RESOLVED: That order of business of re-arranged in order that the one item of business under this heading be discussed at the end of the Council's meeting.

7. (a) **Car Park adjacent to Pontyclun Community Centre**

The Council discussed the letter from the Secretary of the Pontyclun Community Centre Management Committee, dated 28 October, 2009, in which he outlined the steps taken by the Management Committee to persuade the Borough Council to

change its plans for charging drivers to park their vehicles at the car park. All efforts to date had been to no avail.

The Management Committee had proposed that the Community Council offer to buy the car park from the Borough Council and remove the parking charges.

A lengthy discussion ensued. The Community Council's Borough Council members, Councillors Huish and Rea, stated that they had opposed the car parking charges since their inception. Councillor Rea stated that he had sought information on the costs incurred in introducing the charges and the revenue earned by the purchase of parking tickets. He had been told that initial capital costs had been in the region of £4,500 – £5,000 and revenue earned for the half year since the introduction of charges to be £3,000. In a full year it was expected that revenue would be in the region of £7,000.

RESOLVED: That the Clerk write to the Cabinet Member of the Borough Council with the portfolio for traffic management, Councillor Andrew Morgan, asking him to attend a site meeting in order that he can see the traffic management problems which have arisen since the introduction of the car parking charges.

(b) **Footpath connecting Ynysddu with Station Approach, Pontyclun**

The Clerk reported that he had received an e-mail from a resident of Ynysddu Estate asking the Community Council to construct a footpath from the Estate to connect with Station Approach, Pontyclun.

The resident had pointed out that an unofficial path had existed at the site for a number of years but during periods of heavy rain often became waterlogged. Several attempts had been made over the years to fill in the waterlogged areas without any real improvement.

Councillor Rea reported that he, too, had been contacted by residents on the estate about the construction of a formal footpath. A petition containing over 200 signatures had been submitted in support of the request. Councillor Rea had contacted the Borough Council had found out that legal action had been taken by one of the residents who had suffered a fall on the unofficial footpath.

Borough Council officers had estimated that the cost of constructing a formal footpath to be in the region of £6,100. Residents were prepared to make a contribution and he asked that the Community Council also consider making a contribution in the region of £3,000 towards the work.

A discussion followed and it was felt that in addition to the construction of a formal footpath it would be appropriate to install footpath lighting.

- RESOLVED:**
- (i) That the Borough Council be approached to for clarification on whether it would be possible incorporate footpath lighting into the proposed scheme.
 - (ii) That the Community Council agree to making a contribution of £3,000 towards the cost of the project.

(c) **Councillors' Commission Expert Panel for Wales**

The Council considered the 35 recommendations made by the Expert Panel.

RESOLVED: That the recommendations be noted.

(d) **Community Strategy Consultation 2010 - 2020**

The Council considered the letter from the Leader of the Borough Council inviting Members to view the draft Community Strategy, produced by the Borough Council in conjunction with the Local Service Board and its partners, to make the current Community Strategy more relevant to the challenges of the next 10 to 15 years. The draft strategy could be found on the Borough Council's website.

RESOLVED: That Members of the Council view the draft strategy and forward any comments they may have to the Clerk.

(e) **Refresher courses for Members' Code of Conduct**

The Clerk referred to the earlier training sessions provided by the Monitoring Officer of the Borough Council and advised Members that the Monitoring Officer wished to provide refresher courses for members of community councils in the Borough and Borough Council members. A programme of dates and venues was contained in the Monitoring Officer's letter of 27 October, 2009.

The Borough Council members on the Community Council reported that the refresher courses were very useful and as part of the training a number of scenarios were used as worked examples.

- RESOLVED:**
- (i) That Members of the Council choose the training course at a date and venue suitable to themselves.
 - (ii) That the Clerk bring the refresher courses to the attention of Members who were not at this evening's meeting.

(f) **Weekly Planning Lists**

(Councillors Huish and Rea declared personal but not prejudicial interests in this item of business as members of the Borough Council sitting on the Borough Council's Planning Committee. Both Members remained in the Council chamber but did not participate in the Council's discussions)

The Council considered the list of planning applications in the Pontyclun Ward since the last meeting of the Council.

- RESOLVED:** That on this occasion no comments on the applications be made to the Planning Authority.

Note: Councillor Rea stated that during the previous month he had attended a planning site meeting in Brynsadler to discuss a proposed Tree Preservation Order which he and Councillor Huish had initiated several months earlier. He was pleased that the Tree Preservation Order had been approved by the Borough Council in the minimum of time.

(g) **Payment of creditors**

- RESOLVED:** That payment be approved to the creditors listed in Appendix 8 to the Council's agenda.

8. **Matters reported for decision since the despatch of agendas**

No matters were reported.

9. **Matters reported for information**

(a) **Pontyclun public conveniences**

The Council discussed the e-mail sent by Councillor Griffiths to a firm of architects inviting the firm to develop design options for the public conveniences which met certain criteria.

The options would later be developed in conjunction with a working group of the Council and be the subject of consultation with the public and local schools given that the site was in the centre of Pontyclun.

RESOLVED: That the contents of the e-mail be noted.

(b) **Pontyclun Rugby Football Club – Fireworks display**

The Clerk reported that in line with the practice of the Community Council for several years, he had agreed to the connection of an electrical cable from the public conveniences in Pontyclun to assist the Pontyclun RFC in staging their annual fireworks display on the evening of 6 November, 2009.

RESOLVED: That the Clerk's actions be approved.

(c) **Leader of the Borough Council's Annual Report**

The Council received the Leader of the Borough Council's Annual Report.

RESOLVED: That the contents of the report be noted.

(d) **Submission of the Community Council's Annual Return and accounts to the External Auditor**

The Clerk referred to the written report he had made to the Council's September meeting when he said that the Council would not be in a position to meet its requirement for the submission of its Annual Return and accounts to the External Auditor by 30 September, 2009.

The Clerk had contacted Mazars, the External Auditor, informed them of the delay, and the reasons for the delay, and proposed that the deadline for the submission of documents be amended from 30 September, 2009, to 30 November, 2009. The External Auditor had agreed to the request.

The Clerk was pleased to be able to advise the Council that work was now on schedule to meet the 30 November deadline and that the Council's accounts and supporting documentation

were with the Internal Auditor before being presented for approval to the Council.

RESOLVED: That the Clerk's report be noted.

(e) **Proposed Local Government Competency Order**

The Council received a copy of the comments made by One Voice Wales, the body representing community and town councils throughout Wales, to the Welsh Assembly Government on the proposals for a Local Competency Order to be conferred by the Westminster Government on the Welsh Assembly.

RESOLVED: (i) That the proposals be noted.

- (ii) That in the event of the Local Government Competency Order being conferred on the Welsh Assembly, enquiries be made of One Voice Wales to establish what additional training would be provided to councillors in town and community councils to enable them to better understand and fulfil their roles.

(f) **Road Traffic Regulation Act, 1984
Variation and Prohibition of Waiting**

The Council received notification from the Borough Council that consideration is being given to the introduction of waiting instructions and amendments to existing waiting restrictions in Clun Avenue, Llantrisant Road and Cowbridge Road, Pontyclun.

Details of the proposed variations and prohibition proposals were included in a map and an Appendix to the Borough Council's letter.

Councillor Rea advised the Council that he, and Councillor Huish, had been pressing the Borough Council to review the existing traffic management regulations in Pontyclun for some considerable time. Eventually, the officers had brought forward proposals which met the requests. However, given the cash shortage now facing the Borough Council it was likely that only half of what was originally proposed would be implemented.

RESOLVED: That the proposals be noted.

(g) **Members' training and development needs**

The Council received the Borough Council's letter of 26 October, 2009, in which it was stated that the Borough Council was

arranging the next roll-out of training for elected members in relation to the Code of Conduct. It was asked that all members make every effort to attend one of the training courses on the Code of Conduct, details of which had already been circulated.

The Borough Council was also extending the range of training and development courses it currently offered to Borough Council Members to include the members of community councils within the Borough. Representatives of the Borough Council's Human Resources/People Development Team would be present at the Code of Conduct training courses to receive comments on the training needs of members.

- RESOLVED:**
- (i) That Members make every effort to attend one of the Code of Conduct training courses.
 - (ii) That enquiries be made of One Voice Wales to establish the range of training courses being run by that organisation.

(h) **Vacancies for School Crossing Patrols**

Councillor Rea advised the Council that the school crossing patrol for the site in Cowbridge Road, Pontyclun, had recently retired. The vacancy had been advertised but the Borough Council had had not been able to make an appointment.

Councillor Rea asked that a note of the vacancy be advertised in Community Council noticeboards.

RESOLVED: That the Clerk arrange for notices advertising the vacancy be displayed in Community Council noticeboards.

(i) **Community Council Projects**

The Chairperson, Councillor Willis, informed the Council that a meeting of the Council's project working group had recently taken place and had produced a list of projects for further consideration by the Council in coming months. The list included:

1. Development of improved public conveniences
2. A footpath to link Ynysddu with Station Approach
3. Development of the green wedge at Cefn yr Hendy
4. The engagement of a youth worker
5. Safer routes for communities
6. Tidying the area around the Pontyclun railway station
7. Bicycle racks in Pontyclun

8. Additional winter grit bins
9. Moving a noticeboard from Brynsadler to Castell y Mwnws.

RESOLVED: That the report be noted.

10. **Re-arrangement of order of business – Matter arising from the minutes of the Council’s meeting of 13 October, 2009**

RESOLVED: That members of the press and public be excluded from the meeting for the next item of confidential business on the grounds that publicity would be prejudicial to the public interest.

Council owned land in Brynsadler

A discussion took place on the latest developments.

- RESOLVED:**
- (i) That the Clerk make the contents of the the file requested under the Freedom of Information Act available to the applicant subject to reimbursement to the Community Council first being agreed with the applicant for the significant additional cost which will be incurred by the Community Council.
 - (ii) That the Clerk request the Community Council’s solicitors to obtain the Opinion referred to in their letter of 17 August, 2009.

11. The meeting ended at 8.55 p.m.