

Minutes of the February monthly meeting of the Pontyclun Community Council held in the Minor Hall of the Bethel Baptist Church, Heol Miskin, Pontyclun, at 7.00 p.m. on Tuesday, 9 February, 2010.

PRESENT: Community Councillors J G Davies, P Griffiths, S Jenkins, M Rea, S Rogers and C Willis

ALSO IN ATTENDANCE: Two members of the public.

1. **APOLOGIES:** Apologies for absence were received on behalf of Community Councillors V A Cale, D Clayton-Jones, J V Huish and R G Norman.

2. **Declarations of Interest**

The following declarations of interest were made:

Councillor P Griffiths for agenda item 6 - "I am a member of the rugby club"

Councillor M Rea for agenda item 9 (e) - "I am a member of the Borough Council's planning Committee "

Councillor S Jenkins for agenda item 10 - " I am the Chair of Miskin Mill Scouts"

3. **Residents' concerns**

- (a) **Mr Brendan O'Reilly**

Mr O'Reilly informed the Council that the Pontyclun Action Group, in conjunction with the Pontyclun Chamber of Trade, had

obtained the signatures of over 1,300 residents on a petition opposing the introduction of parking charges at the Borough Council owned car park adjacent to the Pontyclun Community Centre.

Mr O'Reilly stated that it was the intention of PAG, the Chamber of Trade and the Management Committee of the Pontyclun Community Centre to work with the Community Council in opposing the charges at the car park. It was intended to involve the press and the media in the campaign. A meeting of the respective groups was planned for later in the month,

Councillor Rea suggested to Mr O'Reilly that, for best effect, the petition should be presented to the Borough Council through the Borough Councillors for the Pontyclun Ward.

- RESOLVED:**
- (i) That the Council express its wholehearted support for the initiative as the Council believed that the relaxation of charges would make a very positive contribution towards traffic management in Pontyclun.
 - (ii) That four Members of the Community Council attend the combined meeting planned for later in the month.

(b) **Mr Tony Lane**

Mr Lane expressed his view that the Community Council had acted illegally in failing to publish an agenda for its Special Meeting held on 31 December, 2009.

The Clerk responded that the Community Council had fully met its statutory obligation to publish an agenda at least three working days before the meeting date of 31 December, 2009. The agenda was published and displayed in the Council's two noticeboards in Brynsadler on 23 December, 2009. The agenda was later displayed in the remaining 6 noticeboards.

- RESOLVED:**
- (i) That the position be noted.
 - (ii) That a copy of the agenda for the Special Meeting of 31 December, 2009, be sent to Mr Lane.
 - (iii) That Councillor Jenkins arrange for the publication of future Council agendas on the Council's website.

4. **Police matters**

(a) **Reports from the police**

In the absence of a representative from the police, no police reports were received. The Clerk confirmed that notification of the meeting had been given to the police.

(b) **Reports from Members**

No reports were received.

5. **Minutes of the Council's meeting of 8 December, 2009**

RESOLVED: That the minutes of the Council's meeting of 8 December, 2009, be approved as an accurate record.

6. **Matters arising**

(a) **External Audit of accounts for 2008/09 and Annual Return**

The Council received and discussed the report of the external auditors on the Community Council's accounts and Annual Return for 2008/09. The Clerk reminded the Council that, for the first time, the Council's accounts and Annual Return for 2008/09 had also been chosen as part of the 5% spot check sample of councils with income or expenditure below £200,000.

- RESOLVED:**
- (i) To note that the Annual Return had been certified that in the auditor's opinion "the information contained in the Annual Return is in accordance with the Auditor General for Wales' requirements and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met"
 - (ii) That the Council make every effort to approve its accounts and Annual Return for 2009/10 by 30 September, 2010.
 - (iii) That the Council undertakes an annual risk assessment of its financial and operational risks.
 - (iv) That future Annual Returns exclude minor rounding errors.
 - (v) That the minute of approval for (ii) above refers specifically to the approval of Section 1 and 2 of the Annual Return

- (vi) That the Council undertakes a review of the level of insurance cover for Fidelity Guarantee.
- (vii) That the Council undertakes a 3 yearly review of its Standing Orders and Financial Regulations.
- (viii) That all council assets be given an appropriate valuation, in particular, that Council owned land be given a notional value of £1.00.

(b) **Member training**

The Council received the list of training courses for councillors currently available through One Voice Wales.

RESOLVED: That arrangements be made for the Chairperson, Councillor Willis, to attend the training course "The Council" run by One Voice Wales.

(c) **Youth facilities in Pontyclun**

(Councillor Griffiths declared a personal but not prejudicial interest in this item of business. Councillor Griffiths remained in the Council Chamber)

Councillor Willis reported that the Community Council's sub group had met representatives of the Pontyclun Rugby Football Club with a view to providing youth facilities in Pontyclun.

Preliminary discussions with the RFC representatives had been encouraging and an offer was made to provide accommodation on alternative Fridays for youth activities.

The sub group believed it would be necessary to engage two youth workers and to make a rent payment to the RFC. Councillor Griffiths had estimated the cost to the Community Council to be £5,000.00 per annum. It was anticipated that provision of the facilities would commence in September, 2010.

- RESOLVED:**
- (i) That the Council accept the recommendations of the sub group and that suitable provision be made in the Council's budget for 2010/11.
 - (ii) That in order to develop a detailed plan an invitation be extended to Mrs Caroline Wool

to attend the March monthly meeting of the Community Council.

(d) **Site for an alternative bus shelter in Brynsadler**

In response to a question from Councillor Davies the Clerk advised that he had not yet been notified of a date by the Borough Council when an officer would attend a site meeting for the purpose of attempting to identify a site for the erection of a bus shelter to replace the lost bus shelter opposite the Ivor Arms.

RESOLVED: That the Clerk advise all Members when a date and time for a site meeting had been agreed with the Borough Council.

(e) **Proposed traffic management meeting in Pontyclun**

In response to a question from a Member the Clerk advised that he had not yet heard from the Borough Council on whether the Council would be prepared to send an officer to attend an evening meeting in Pontyclun to discuss a list of traffic management issues. The Clerk further advised that he had reservations on whether the Borough Council would agree to an officer attending a public meeting on highways matters where it was possible that an officer would be subjected to criticism or condemnation on contentious highways issues.

RESOLVED:

- (i) That arrangements proceed on the basis that an officer from the Borough Council would attend the meeting.
- (ii) That invitations to attend the meeting be restricted to specific groups rather than a general invitation for public attendance.
- (iii) That invitations to attend the meeting be given to all Pontyclun Community Councillors, the police, representatives of local schools, the management committee of the Pontyclun Community Centre, the Pontyclun Action Group, representatives of the Pontyclun Chamber of Trade, representatives of the Pontyclun Institute and Athletic Club, representatives of Pontyclun RFC and representatives of the Clos Brenin Residents' Association.

(f) **Car parking at Day Centres in the Borough**

In response to a question from a Member on whether car parking charges applied at other day centres in the Borough, the Clerk replied that he was unclear on the position but that he would obtain clarification from the Borough Council.

7. **Minutes of the Council's Special Meeting of 31 December, 2009**

RESOLVED: That the minutes of the Council's Special Meeting of 31 December, 2009, be approved as an accurate record.

8. **Matters arising**

There were no matters arising.

9. **Matters reported for decision**

(a) **Precept for the 2010/11 financial year**

The Council considered its budget for 2009/10, its expenditure to 31/01/2010, estimated expenditure to 31/03/2010 and an illustration of the effect on the budget of a 1% increase across its budget heads for the 2010/11 financial year. The Council also discussed a precept setting guide which demonstrated the effect of increases and decreases in expenditure on the precept for the 2010/11 financial year.

RESOLVED: (i) That the Council levy an unchanged precept of £113,863 on the Borough Council for the 2010/11 financial year.

(ii) That a budget review item be placed on the Council's agenda for 2010/11 at quarterly intervals.

(iii) That at future Council meetings where a precept is to be decided the Clerk revert to his former practice of proposing a budget for the coming financial year.

(b) **Footpath lighting at Ynysddu, Pontyclun**

Councillor Rea reported that following meetings with Borough Council officers, Borough councillors for Pontyclun and residents of the Ynysddu Estate, it had been agreed to install footpath lighting on the footpath connecting Ynysddu with Station Approach, Pontyclun.

Residents had agreed make a contribution of approximately £2,000 towards the scheme with the Community Council making

a contribution of approximately £1,800. Councillor Rea reminded the Council that it had earlier agreed to make a contribution of up to £3,000.

Councillor Rea further advised the Council that the Borough Council had agreed to bear the costs of energy consumption and maintenance. Written confirmation of this would be forwarded by Councillor Rea to the Clerk.

- RESOLVED:**
- (i) That Councillor Rea's report be noted.
 - (ii) To authorise the release of a payment of up to £1,800 on receipt of the Borough Council's invoice as the Community Council's contribution towards the project.

(c) **Draft proposals of the Boundary Commission for a review of electoral arrangements within the Borough**

The Council discussed the Boundary Commission's proposals to combine the existing electoral areas of Talbot Green and Pontyclun with three members to represent the combined ward. The proposals would achieve a better more equitable ratio of residents to councillors in the new electoral area consistent with other electoral areas in the Borough.

Members views on the proposal differed. Some Members maintained that the electoral areas should be kept as separate entities due to the differing natures of the villages. Other Members believed that the proposal for an amalgamation was sound since it recognised, and addressed, the current imbalance of workload for existing Pontyclun members of the Borough Council. The proposal would also give residents of Pontyclun a say in the commercial developments in the Talbot Green area impacting on Pontyclun.

- RESOLVED:** That the proposals be noted and that no comments be offered on the draft proposals to the Boundary Commission.

(d) **Miskin Mill Scout Group**

(Councillor Jenkins declared an interest in this item of business and vacated the Council chamber)

The Council discussed a letter from the Group Scout Leader, Ms Shelley Spiller, referring to the Council's earlier decision to make a donation of £10,000 towards the cost of rebuilding work at the scout headquarters in Miskin.

Ms Spiller informed the Council that Phase 1 of the rebuilding work had been completed and that a sum of £2,197.11 still remained to be paid to the builders. Ms Spiller asked whether the Council could now release the first tranche of money promised earlier.

RESOLVED: That the Council release, as a first payment of its commitment to make a donation of £10,000.00, a sum of £2,197.11 subject to the production of invoices to show that expenditure had exceeded this amount.

(e) **Safe Routes in Communities Scheme**

The Council discussed information from the Borough Council inviting community councils to submit schemes under the Safer Routes in Communities Scheme. The information had been carried over from the January meeting of the Council which had been cancelled due to inclement weather.

There was agreement that as any application to participate in the Scheme needed to be received by the Borough Council by 26 February, 2010, time was short for the submission of an application. The Council viewed the submission of an application as laying down a marker for a further bid for the following year.

The Council believed that an application should be made on the basis of what the Council is going to do rather than saying what the Council has done. The Council was conscious that school in the Community may already have submitted bids under the scheme.

RESOLVED:

- (i) That the Chairperson, together with Councillors Griffiths and Jenkins be authorised to complete the necessary forms on behalf of the Council.
- (ii) That Councillor Griffiths contact Sustrans before filling in any forms.

(f) **Capital Finance Framework**

The Council received a letter from One Voice Wales inviting comments on the Welsh Assembly Government's consultation document on Capital Finance Framework. One Voice Wales provided the Community Council with a summary of the comments it had already made on the consultation document.

RESOLVED: That the consultation document be noted and that no further comment be made to the Welsh Assembly Government.

(g) **Supplementary Planning Guidance to the Local Development Plan**

(Councillor Rea declared an interest in this item of business and vacated the Council chamber)

The Council received the letter of 11 January, 2010, from the Borough Council in which it was stated that Supplementary Planning Guidance (SPG) had been produced to provide further detail on certain topic areas, policies and proposals within the Local Development Plan. SPGs provided important guidance on submitting planning applications and set out in greater detail the Borough Council's position in key policy areas.

The Council had provided a CD disk containing the SPG documents and representation forms and also referred to the material being available on the Council's website. An invitation was extended to the Community Council to offer its comments on the Supplementary Planning Guidance.

RESOLVED: That Members refer to the Supplementary Planning Guidance on the Borough Council's website and circulate any comments they may have on e-mail and pass them to the Clerk for a formal comment on behalf of the Council.

(h) **Buckingham Palace Garden Party**

The Council received an invitation through One Voice Wales to make a nomination to the Buckingham Palace Garden Party to be held on 20 July, 2010.

RESOLVED: That no nomination be made.

(i) **Weekly Planning Lists**

(Councillor Rea declared in this item of business as a Borough Councillor. Councillor Rea vacated the Council chamber.)

The Council discussed the planning applications contained in the latest Weekly Lists

RESOLVED: That on this occasion no comments be offered on the applications to the Planning Authority.

(j) **Payment of creditors**

RESOLVED: That payment be approved to the creditors listed in Appendix 14 to the Council's agenda.

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

Surplus bus shelters

A report was received from the Borough Council that following the erection of new bus shelters in the Cynon Valley a number of surplus bus shelters, in reasonable condition, were now available, and at no cost, at the Borough Council's Depot in Aberaman. Any community councils wishing to take advantage of the offer would need to remove the bus shelters at their own cost from the yard.

RESOLVED: That Councillor Rea, together with the Clerk, make arrangements to view the bus shelters with a view to deciding whether there were any which could be used within the Community of Pontyclun.

11. **Matters reported for information**

(a) **"The Voice"**

The Council received the latest edition of "The Voice" from One Voice Wales at Appendix 15 to the agenda together with a Written Statement from Dr Brian Gibbons on behalf of the Welsh Assembly Government entitled Update on Community and Town Councils.

RESOLVED: That the information be noted.

(b) **Section 137 amount for 2010**

The Council received details of the "appropriate sum" limit for 2010/11 under Section 137 of the Local Government Act, 1972.

RESOLVED: That the information be noted.

(c) **Public Services Ombudsman for Wales**

The Council received details of new ways of working at the Ombudsman's office.

RESOLVED: That the information be noted.

(d) **Variation and Prohibition of Waiting Order, 2010
Llantrisant Road, Cowbridge Road and Clun Avenue,
Pontyclun**

The Council received details of the Order which came into operation on 25 January, 2010.

RESOLVED: That the information be noted.

12. **Further matters for decision**

(a) **Exclusion of press and public**

RESOLVED: That the press and public not be excluded for the next item of business.

(b) **Community Council owned land in Brynsadler**

(i) **Working group report**

The Chairperson reported that good progress had been made in drawing up a constitution for the proposed trust. It was hoped that the constitution would be completed shortly.

RESOLVED: That the report be noted.

(ii) **Council's solicitors**

The Clerk advised that since requesting the Council's solicitors to arrange for the Opinion of a barrister, some months earlier, no reply had been received. Two further reminder letters had been sent to the Council's solicitors but again without response.

RESOLVED: That the Clerk provide copies of the Council's last three items of correspondence with the solicitors to the Chairperson in order that she can make contact with the solicitors.

13. The meeting ended at 9.10 p.m.