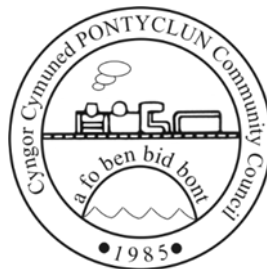


Cyngor Cymuned Pontyclun Community Council

Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi gormodol. Rhowch wybod inni beth yw'ch dewis iaith e.e. Cymraeg neu'n ddwyieithog

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: clerk@pontyclun-cc.gov.wales
Gwefan: www.pontyclun.net

Telephone: 01443 238500
E mail: clerk@pontyclun-cc.gov.wales
Website: www.pontyclun.net

Minutes

Minutes of the **Annual Meeting** of the Pontyclun Community Council held at 7.00 p.m. on **Wednesday 13th May 2020** and the **Monthly meeting** of the Pontyclun Community Council held immediately following conclusion of the Annual meeting.

PCC Member attendance at meetings												
	2019							2020				
Member name	Apr	May	Jun	Jul	Sep	Oct	Nov	Jan	Feb	Mar	Apr	May
Martin Ashford												
Margaret Griffiths												
Paul Griffiths												
Neil Holley												
Anne Jackson												
Gwyn Jackson												
Kate Jones												
Karan Lane												
Alison Theaker												
Carole Willis												
Mike Davies												
Present												
Gave Apologies												
Absent												

1. To receive apologies for absence
 - a. **Councillor M Davies**
2. Disclosure of personal and pecuniary interest in items of business listed below in accordance with the Code of Conduct.
 - a. **No disclosures made**

Annual Meeting agenda

3. Report for 2019-20 from current Chair
 - a. **The Council accepted the Chair's report and agreed to publish**
4. Election of Chairperson 2020-21
 - a. **Councillor Paul Griffiths was nominated for Chair by Councillor Karan Lane and Seconded by Councillor Anne Jackson**
 - b. **Councillor Paul Griffiths was elected Chair for 2020/21**
5. Election of Vice Chairperson 2020-12
 - a. **Councillor Carole Willis was nominated by Councillor Margaret Griffiths and Seconded by Councillor Karan Lane and Anne Jackson**
 - b. **Councillor Kate Jones nominated Councillor Martin Ashford, there was no secondment**
 - c. **Councillor Carole Willis was elected Vice chair of the Council for 2020/21**
6. To confirm the minutes of the Council's Annual meeting of 8 May 2019 as a true record of the last Annual Meeting.
 - a. **Minutes were confirmed as a true record**
7. Appointment or Reappointment of any standing Committees, Sub Committees or Working Groups and review terms of reference.
 - a. **The Council confirmed the 4 existing working groups and their terms of reference**
 - b. **The Council decided to change the membership of the groups to all members for all groups, which reflects the reality that we invite all Councillors to each meeting**
 - c. **The Quora for these discussion groups remains 3 Councillors**
8. To confirm Council governance documents and review policies
 - a. **The Council confirmed the Governance documents and policies presented with no changes**
9. To review and agree payment arrangements to Creditors for 2020/21
 - a. **The Council reviewed and approved the schedule of Standing Orders, Direct Debits, regular payments, and trade accounts.**
 - b. **Officers are authorised to pay these items up to the agreed budget by most appropriate means including by electronic bank payment**
10. To review arrangements -
 - a. Subscriptions to other bodies.
 - i. **Council agreed to subscriptions and representations on external bodies**
 - ii. **Councillor Kate Jones did not wish to renew our One Voice Wales (OVW) subscription and voted against this**
 - iii. **Councillors Paul Griffiths and Carole Willis agreed they would represent Council at OVW meetings**
 - iv. **Councillors Margaret Griffiths and Carole Willis would continue of the RCT CBC Community Liaison Committee**
 - v. **The Council agreed that when the vacancy for Community Council Governor at YGGG Llantrisant becomes vacant later this year Mr Gwyn Jackson would be our nominee**
 - b. Council insurance
 - i. **The Council noted the arrangements**
 - c. Council assets
 - i. **The Council noted our assets**
 - d. Council's dates and times for Ordinary meetings for the ensuing year
 - i. **The Council agreed that they would continue to meet on the 2nd Wednesday of the month at 7pm through to May 2021.**

Monthly Meeting Agenda

1. Public presentations to the Council
 - a. **There were no public presentations**
2. To Confirm minutes of the Council meeting of 8th April 2020 are a true record of the meeting
 - a. **Minutes were confirmed as a true record**
 - b. **Matters arising from prior minutes**
 - i. **Clerk reported acknowledgements to our submissions on boundary changes**
 - ii. **Clerk advised that the changes to Accident and Emergency at Royal Glamorgan Hospital had been put on hold due COVID19**
3. To confirm Council payments for March and April and review last year changes
 - a. **Payments Confirmed**
 - b. **Payment to OVW agreed to be paid by Bank transfer**
4. Update from COVID 19 support groups in Pontyclun area
 - a. **Council noted groups are still active supporting local people in need**
5. To receive update on Council services during Covid 19 lockdown period
 - a. **Council noted and confirmed continuation of current service levels and thanked the caretaking staff for supporting RCT CBC with emptying their bins**
 - b. **Council agreed that Grass cutting at Café 50 and car park could restart when time allows**
 - c. **Council agreed floral displays to be put up again for 2020/21 and this is likely to be completed by end of May**
 - d. **Clerk is meeting with Staff to discuss actions to be taken to allow all our services to resume safely once COVID19 restrictions are lifted.**
 - i. **Clerk will engage Social and Cultural Working Group, Caterer and Group Leaders in discussions regarding Café 50 and how we could reopen that safely**
 - ii. **The Council expressed with that their priority was the safety of staff.**
 - iii. **Clerk to report back monthly on these discussions.**
 - e. **Councillor Paul Griffiths to discuss spraying at edge of Pontyclun park with the relevant residents to establish their expected outcomes and how they can be best achieved.**
6. Request from public regarding a bench in Ivor Woods
 - a. **Council agreed to remove bench set back in Ivor Woods by Hollies once COVID restrictions are relaxed to allow us to do so**
7. Pontyclun Post COVID festival
 - a. **The Council agreed that they would support arrangements for a festival by releasing the car park to be used**
 - b. **Councillor Kate Jones volunteered to help with closing the car park and notifying users of closure**

This is a copy of the minutes of the Pontyclun Community Council meeting of May 2020. The signed original can be viewed at the Council Offices