

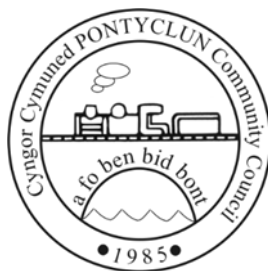
Cyngor Cymuned Pontyclun Community Council

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

Swyddfa Cyngor Cymuned
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Minutes

Minutes of the Monthly Meeting of the Pontyclun Community Council held at 7.00 p.m. on **Wednesday 8th July 2020.**

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

1. To receive apologies for absence
 - a. **None received all members present**
2. Disclosure of personal and pecuniary interest in items of business listed below in accordance with the Code of Conduct.
 - a. **No new interests declared**

3. Public presentations to the Council
 - a. The Council agreed to allow Mr Allen to metal detect in Ivor Woods
 - b. The Council decided to add the land at Miskin to our maintenance schedule pending agreement with neighbours over ongoing wildlife garden
 - c. The Council agreed that should the Environment Trust not find an alternative location for Community litter picker loan scheme we would support
4. To Confirm minutes of the Council meeting of 10th June 2020 is a true record of the meeting
 - a. Minutes confirmed, no matters arising
5. Council Payments for May and June
 - a. Payments for May and June confirmed
 - b. Members agreed to try Teams for September meeting prior to a decision regarding stopping Zoom subscription
 - c. Members requested that a Service level agreement was drawn up between the Council and RCT CBC in relation to shared services at Café 50. **Clerk Action MM711**
6. Street Furniture for Pontyclun
 - a. Council decided to purchase two picnic benches for in front of Café 50 as long as usage for general community was allowed. Purchase to meet RCT CBC specification was agreed. Clerk to action. **Action MM712**
7. Update from COVID 19 support groups in Pontyclun area
 - a. Updated advised that as volunteers are going back to work there is now less of them and also that groups are seeing more challenging requests for support
8. To receive update on current Council services during Covid 19 lockdown period
 - a. Council agreed that Yoga teacher could use Cafe50 for online lessons.
 - b. Council agreed that we should put additional notices regarding playground closure up but that tape could be left unreplaced once removed by users
 - c. Council agreed that we should ask RCT CBC if they could add Pontyclun Park playground to their post Covid regime. **Clerk to contact Action MM713**
 - i. This would mean the same arrangements at all playgrounds in Pontyclun – otherwise users could be confused
 - ii. Whilst RCT would arrange Council confirmed we would pay for these
 - iii. In the event that this could not be arranged Council delegated powers to Chair and the most senior available Officer to make arrangements if the playground could be opened before our next meeting.
 - d. Council confirmed that the various “Fairy deposits” left at Ivor woods should be removed in September
 - e. Council agreed that caretakers could adjust workloads to allow focus on paths and litter/bins by -
 - i. Maintaining War Memorial area monthly rather than weekly
 - ii. Leaving the area at the Hollies to grow into a “wild meadow”, just trimming the edge so that the pavements are clear
9. To receive report on planning to reopen Public Toilets in Pontyclun
 - a. Council agreed to open the Public toilets using the regime outlined in the meeting support papers. Date to be determined by Clerk once arrangements completed.
 - b. Council agreed to add paper towels to hand drying options and use pump action sanitiser dispenser
10. Report from Social and Cultural Working Group on planning to reopen Café 50
 - a. The Council discussed the Social and Cultural working group’s report. They agreed the following
 - i. We will retain the 2m social distancing rule in preparing our layout
 - ii. The external door of Cafe50 to be replaced by a powered disabled door. Vale Glazing are preferred supplier (subject to references) with a quote of £4.3k plus VAT to be paid from Café 50 earmarked reserve
 - iii. Each group to be asked to nominate one person to ensure safe and distanced entry by their group
 - iv. Fire doors to Café 50 to be fitted with fire door retainers.
 - v. Groups to use fire door at rear of Café 50 to exit creating a one-way system for entry/exit
 - vi. Groups to be asked to support cleaning regime by wiping down surfaces they have touched after their group finishes
 - vii. A new coat rack to be purchased to be placed at rear of Café 50
 - viii. An increased regime of cleaning for toilet and café 50 to be implemented before opening
 - ix. Officers to make further investigations regarding stacking chairs and folding tables reverting to Council in due course with recommendations
 - x. Groups to be encouraged to return in phases. At present indoor fitness activities are not allowed so these will be in later phases
 - xi. Council agreed to purchase a hot and cold water dispenser for Café 50 to a budget of £600 plus VAT.
 - xii. Groups will be asked that only one person makes tea/coffee for the whole group
 - xiii. Initially Tea/Coffee to be provided by Council on re-opening
 - xiv. Council agreed to request Social and Cultural working group to review options for catering going forward and report to Council in due course
 - xv. Unless wearing of face masks is made compulsory inside public spaces the Council decided that for Café 50 this would remain a personal choice for users
 - xvi. Council expects Café 50 to be able to open in September and will agree opening date and final arrangements at September Council meeting

11. Report from Administration Working Group on Place plan for Pontyclun
 - a. The Council agreed to work towards a September launch of a public consultation using digital means where possible
 - b. Draft questionnaire to be completed by Councillor Margaret Griffiths
 - c. Place plan proposals to be updated by Councillor Paul Griffiths based on Admin Working group discussions
 - d. Councillors Mike Davies, Neil Holley, Anne Jackson and Gwyn Jackson to produce the illustrative mapping for the plan
12. To discuss supporting Re-engage (Contact the elderly)
 - a. Council agreed they wished to try and support this scheme. Clerk to arrange for organiser to join October Council meeting to discuss and agree and arrangements and synergies with Café 50

This is a true copy of the minutes of the July 2020 Council meeting. The original signed copy can be viewed at the Council Offices