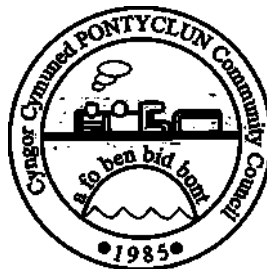


Cyngor Cymuned Pontyclun Community Council

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

Public Minutes

Draft minutes of the **Annual Meeting** of the Pontyclun Community Council held at Café 50, Heol yr Orsaf, Pontyclun at 7.00 p.m. on **Wednesday 8th May 2019**. And the **Monthly meeting** of the Pontyclun Community Council held at Café 50 on **Wednesday 8th May 2019**

PCC Member attendance at meetings												
Member name	2018						2019					
	Jun	Jul	Sep	Oct	Ex Oct	Nov	Dec	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												
Apologies												
Absent												

1. To receive apologies for absence
 - a. Councillor Kate Jones gave her apologies
2. Disclosure of personal and pecuniary interest in items of business listed below in accordance with the Code of Conduct.
 - a. None disclosed

Annual Meeting agenda

3. Report for 2018-19 from current Chair
 - a. The Council noted the Chair's report
 - b. Members agreed that the Clerk could publish the report as the Report of the Council for 2018-9 **Action MM652**

4. Election of Chairperson 2019-20
 - a. **Members re-elected Councillor Paul Griffiths as Chair**
5. Election of Vice Chairperson 2019-20
 - a. **Members elected Councillor Carole Willis as Deputy Chair**
6. To confirm the minutes of the Council's Annual meeting of 16 May 2018 as a true record of the last Annual Meeting.
 - a. **Minutes confirmed as a true record**
7. Appointment or Reappointment of any standing Committees, Sub Committees or Working Groups and review terms of reference. Currently the council has 4 working groups
 - a. **Existing groups were retained with the current Convenors continuing**
8. To confirm subscriptions to other bodies; Council representatives on external bodies and Charter arrangements
 - a. **Existing subscriptions and representations will continue**
 - b. **Clerk to confirm to Basil Hollington that re can support Carole Willis as our representative on the North West Cardiff Group**
9. To confirm Council governance documents
 - a. **Documents confirmed**
 - b. **Changes to Financial Regulations were agreed as detailed in appendix**
 - c. **Clerk to investigate Council's power to select from only local suppliers and or those on approved list of RCT CBC / Welsh Government – Action Clerk MM653**
10. To review and agree payment arrangements to Creditors for 2019-20
 - a. **Members approved payments in advance up to budget for the Standing Orders, Direct Debits, other regular payments and trade accounts as presented in agenda supporting papers**
11. To confirm the Council's Insurance policies for 2019/20
 - a. **Council noted its insurance details**
12. To review the Council's Asset register
 - a. **Council noted its assets**
 - b. **Council agreed that going forward only assets with cost of more than £20 would require listing in the register**
13. To fix the dates and times for the Council's ordinary meeting for the ensuing year
 - a. **Council agreed that dates would remain at 2nd Wednesday of the month**
14. To review Council's policies for data protection and Information handling
 - a. **Council approved revised policy as recommended in supporting papers**
 - b. **Clerk to provide additional guidance for Councillors on gathering/holding data Action MM654**

Monthly Meeting Agenda

1. To Confirm minutes of the Council meeting of 18th April 2018 are a true record of the meeting
 - a. **Minutes confirmed**
2. To confirm Council payments
 - a. **Payments noted and Confirmed**
 - b. **Members agreed to contact U3A and decline their donation for use of Café 50 to cover their additional costs due to having to rearrange this years committee meetings to accommodate Afternoon Social dementia support group**
3. To review Budget v actuals for 2018-9
 - a. **Members noted 2018-9 final position**
4. To consider report on Community events from Social and Cultural working group
 - a. **Report discussed arrangements for Picnic in the Park**
 - b. **Timetable of events prepared and actions allocated which are to be confirmed by working group convener. Councillor Margaret Griffiths Action MM655**
 - c. **A budget of £450 was agreed for the event to include purchase of**
 - i. **6 banners**
 - ii. **A 6m x 3m marquee (funded by general reserve)**
5. To consider report from Environment Working Group
 - a. **Members agreed recommendations on progressing licences/Leases for Community garden and Riverside Walk. Action Councillor Karan Lane MM655**
 - b. **Members agreed letter about Community garden to be sent to residents around Park by Chair. Action Councillor Paul Griffiths MM656**
 - c. **Members agreed that Clerk was to register the Council as an organiser of a refill water scheme Action MM657**
 - d. **Councillor Willis will work with YGGG Llantrisant to help launch the scheme**
6. Community Infrastructure Levy (CIL)
 - a. **The Council agreed that the Clerk would advise RCT CBC that any monies received in CIL would be applied to**
 - i. **Improvements to Parks and open spaces**
 - ii. **Improvements to Community facilities**
 - iii. **Improvement of Parking, Bike racks and Traffic management**

iv. **Action MM658**

7. Update on Brofiscin Quarry

- a. Members noted the letter received from Natural Resources Wales
- b. Members asked Clerk to write back asking for a copy of the report mentioned in the letter and to express that it remains our view that the quarry should be subject to regular annual monitoring, copying in our local MP AM and RCT Environment services **Action MM659**

This is a true copy of the minutes of the Annual meeting of Pontyclun Community Council and the Monthly meeting of Pontyclun Community Council held on 8th May 2019. A signed copy is held in the Council Offices