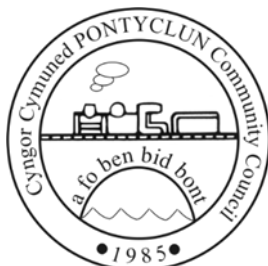


Cyngor Cymuned Pontyclun Community Council

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
Canolfan Gymunedol Pontyclun
Heol yr Orsaf
Pontyclun
CF72 9EE
Ffôn: 01443 238500
E-bost: clerk@pontyclun-cc.gov.wales
Gwefan: www.pontyclun.net



Community Council Office
Pontyclun Community Centre
Heol yr Orsaf
Pontyclun
CF72 9EE
Telephone: 01443 238500
E mail: clerk@pontyclun-cc.gov.wales
Website: www.pontyclun.net

Mae Swyddfeydd y Cyngor fel arfer ar agor o ddydd Llun i ddydd Gwener 10am tan hanner dydd ac eithrio Gwyliau Banc
The Council Offices are normally open Monday to Friday 10am to noon except Bank Holidays

Draft Minutes

Draft Minutes of the March monthly meeting of Pontyclun Community Council held on Thursday 9th March 2023.

PCC Member attendance at public Council meetings									
	2022								
Member name	May	Jun	Jul	Sep	Oct	Nov	Jan	Feb	Mar
Wayne Owen									
Jordan Thorne									
Kelly Sherratt									
Rhys Williams									
Susan Owen									
Jamie Daniel									
Amanda Sparks									
Paul Binning									
Carole Willis									
Sian Assiratti									
Gareth Summers									
Present									
Gave Apologies									
Absent									

Minutes

1. To receive apologies for absence
 - a. **Councillors Paul Binning: Jordan Thorne and Susan Owen gave apologies.**
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 Council
 - a. **Members of the public present were concerned regarding work at Forest Wood Quarry, which has started without planning permission.**
 - b. **Councillor Wayne Owen advised he has had various conversations with Planning enforcement to try and rectify. He will arrange a public meeting inviting Planning officers and Highways so that members of the public can exchange views. Local MP and MS to be invited to contact RCT to press action and also to attend this meeting.**
4. To confirm minutes of the Council's meeting of 9th February are a true record and discuss minor matters arising from them
 - a. **Minutes agreed.**
 - b. **Matters arising – RCT are going to issue a report with recommendations shortly on Community Reviews. The Clerk advised progress with bookings for our Community events which are going well.**
5. To consider report on Council Payments
 - a. **Council confirmed January payments.**
 - b. **Council agreed to renew insurance with existing provider on a 3-year fixed price arrangement**
 - c. **The Council agreed to commission a Tree report from RCT Parks dept. at a cost of £300 (per days' work)**
 - d. **The council approved payments scheduled for next year within agreed budget**
6. To consider grant requests (grants awarded under S19 Local Government (misc provisions) act 1976 unless marked)
 - a. **Men's Sheds – grant of £500 agreed**
 - b. **Fusion Gymnastics – grant deferred to June**
 - c. **Horizon dance – grant of £200 was agreed**
 - d. **Llantrisant junior netball – grant of £200 was agreed**
 - e. **Marie Curie trust – grant of £50 agreed (S137 Local Government Act 1972)**
 - f. **Taf Ely Ramblers – grant of £250 was agreed**
 - g. **Ty Hafan – grant of £50 agreed (S137 Local Government Act 1972)**
 - h. **MacMillan Cancer Support – grant of £50 agreed (S137 Local Government Act 1972)**
 - i. **Clerk was instructed to make payments using general reserve once grants budget was used in full**
7. To receive Police crime reports for January.
 - a. **Sam Phelps PCSO for the area attended to present report**
 - b. **In addition he advised that he has been focussing on speed scoping in the area and would be doing so again**
 - c. **Members brought a few issues with parking and speeding across the Community to his attention**
8. Update on handover of Café 50 to RCT Learning curve
 - a. **The Council was pleased to advise that Café 50 lunch service will resume on 3rd April.**
 - b. **Officers to meet with RCT staff to consider logistics of this and put arrangements in place.**
9. To confirm Council plan for 2023-24
 - a. **The Council confirmed the plan.**
10. To consider request for support from Men's sheds group in Pontyclun
 - a. **The Council confirmed that we would support the Shed's grant request from Shared Prosperity fund**
 - b. **If successful funds would be distributed as follows**
 - i. **Larger items (£100+) would be purchased by the Council.**
 - ii. **£2k transferred to the Men's shed for smaller purchases, when this was spend, they provide receipts and further tranches of £1k to be transferred until funds used up**
11. To consider report from Economy Working Group

- a. **This item was deferred to next meeting.**

12. To Consider RCT Local Development plan review

- a. **Councillor Assiratti described this stage of the review as being one where individuals could feed in concerns, issues, ideas to the process. Closing date is 21st March.**
- b. **Consultation on the Preferred Strategy timescale will be June/ July 2023.**
- c. **The Council instructed the Clerk to comment on need for additional parking in pontyclun; particularly around Rail station. They also asked to request that new housing be fitted with Solar panels and be as close to net zero as possible.**
- d. **A special Working group will be convened by Councillor Jamie Daniel to prepare submission into LDP requesting Pontyclun be made a town. Whilst all members will be invited to attend, Councillors Paul Binning; Wayne Owen and Carole Willis were formally co-opted members.**

13. To consider report from Independent Remuneration Panel for Wales

- a. **The Council noted the panel's final report and confirmed its prior decision on payments at the time of the draft report.**
- b. **The Council decided to make Councillor Allowances on assumption that S316 of the Income Tax (Earnings and pensions) Act 2003 applies**

14. To consider staffing issues - non confidential notes below

- a. **The Council confirmed creation of the new Café 50 liaison role. This will work with RCT Learning curve to support Café 50**
- b. **Job description for this role was agreed.**
- c. **The Council confirmed that this Council would adopt the RCT CBC policies on emergency and Bereavement leave.**

Cyngor Cymuned PONTYCLUN Community Council

Council payments summary

The payments made in February are provided for confirmation.

Action members to confirm these payments for February.

Payment for authorisation

We have one bill for payment. This is for cleaning cover whilst our cleaner has been away. Total is £632.10.

This will be recovered from RCT in due course under our agreement with them.

Action members to approve payment to Cleanmate Ltd

Council payments relating to Café 50 for authorisation.

RCT CBC have now advised the Gas and Electricity bills for the 12m ending December 22

The amounts due are -

Electricity £2368.15

Gas £1531.86

For comparison the combined Electricity bill for 2019 and 2020 was £4662.40 plus VAT and the Gas bill for 2021 was £882. The Electricity bill for 2021 has not been received.

We have also received a bill for Legionella visits in 2022/23 of £46.20

We also have 2 bills outstanding from March 2022 for payment – these were not advised by RCT for budgeting so held over till 2023-24 – it is possible that these will be waived as now so old.

Canopy cleaning in kitchen £448 plus VAT

Legionella visits 2021/22 £25.32 plus VAT

All five of these bills will be funded from earmarked reserve for Café 50/Toilets which was left specifically to pay any outstanding bills.

Action – Council to approve above 5 bills from payment from earmarked reserve

Banking arrangements

The Council maintains its banking arrangement with the Pontyclun Branch of Lloyds bank.

This is in part so that we can contribute to the use of the branch, hopefully to help retain its services for our residents and businesses.

Now that interest rates have increased, the interest we will earn in savings accounts will be more than the additional costs associated with running more accounts and the Clerk recommends

1. We retain a current account where the day to day general reserve will sit
2. Earmarked reserves to be split between a no notice saving account and a 32-day notice account. Broadly this to be -

- a. The funds held in earmarked reserves at end of prior financial year to be in the 32 notice account. This will have about £50k in it and earn 1.85% at today's rates.
- b. The funds being transferred to earmarked reserve in this financial year to be placed in no notice account. This will have about £20k in it and earn 0.7% at today's rates.
- c. This will give us a reasonable return whilst still allowing access to these reserves in a timely manner.

Action – members to agree these investment arrangements.

Date: 07/03/2023

Pontyclun Community Council**Page 1**

Time: 08:30

Current Bank A/c General**List of Payments made between 01/02/2023 and 28/02/2023**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
06/02/2023	British Telecom	DD	60.54		Office+Broadband January'23
06/02/2023	Cleanmate Ltd	BCARD	81.30		Cleaning 06+07+08 Dec'22
06/02/2023	HelloPrint	BCARD	69.45		x2 Banners
08/02/2023	Sabrina Cartlidge	FPO	60.00		Dementia Social January'23
14/02/2023	British Telecom	DD	7.12		Caretaker Mobile
20/02/2023	Swalec	DD	37.99		04 Jan'23 to 01 Feb'23
21/02/2023	HMRC	BP	1,185.28		Tax=NI Confs February'23
23/02/2023	PPL PRS Ltd	DD	209.97		Music Licence
27/02/2023	EE Ltd	DD	13.68		Caretaker Mobile Feb to Mar'23
28/02/2023	Toshiba Tec UK Imaging Systems	DD	43.20		PCopier Useage 05/10 to 04/01
Total Payments			1,768.53		

Cyngor Cymuned PONTYCLUN Community Council

Report on Council Assets

The Council formally reviews its assets each year. If it has not been done ahead of the Annual meeting, then this is needed to be done then.

We provide details of the larger Council assets in the enclosed spreadsheet.

The Assets are inspected annually by our Caretakers who prepare a report on the main items identifying the condition and what work needs doing. The more urgent works are fed into our budget planning figures.

[Copies of the completed 2023 asset inspection reports can be found here.](#)

Whilst this year's reports are still being finalised (due to caretaker illness) the following is a summary of the key actionable issues identified so far in these reviews : -

1. The panels on the glass/metal bus shelters are beginning to rust. There are 10 panels which will need repair over the next 3-5 years or failing that replacing. It takes about 7 hours to refresh a panel plus cost of about £40-50 in materials. Whilst this is considerable it is still significantly less than replacement. We expect a refurbishment will defer replacement by between 5 and 10 years. In winter 2021/22 we refurbished on shelter as a test, and it appears to be holding up. Other shelters will be similarly refurbished.
2. The Stone bus shelters are largely sound. One will need fascia boards replaced next winter and £500 was set aside in budget for this. Another has damp coming through the tiles and rot is starting in the timber roof structure. It is likely the roof will need repair within 2-3 years.
3. There are serious issues at the Riverside walk making the start of the path potentially dangerous. The clerk has instructed caretakers and outside contractors to urgently
 - a. Repair steps down to path
 - b. Repair bridge on footpath (being done by Councillor Summers)
 - c. Replace fencing at side of steps.
4. 4 of the benches in Ivor woods are in a very poor state and should be re-placed or removed
 - a. **Recommend that Pontyclun West ward committee reviews and decided on action to be taken.**
5. Work will be needed in next 2-3 years replacing a bridge in Ivor Woods and some steps
6. Members will have noted that Ivor Woods is being used as a dumping ground for rubbish near to the entrance by Hollies
7. 3 Litter bins will need replacing in next year or so and 1 Dog poo bin (replacement held in stock for this).
 - a. Will include litter bins in 2024-25 budget. **They are all in Pontyclun West ward and members may wish to use their Ward budgets to replace earlier**
8. The floral planters in Groesfaen will need rebuilding in next year or 2

Other asset issues not included in reports above.

9. Public Toilet has issues with the door. RCT has been advised as building is their responsibility.

10. Our woodlands have Ash Dieback which could be a significant drain on our resources over the short to medium term (over next 10 years). We have an agreement with local tree surgeon that he will do much of this for free if we allow him to run training courses for new surgeons there. There are also benches and bridges needing replacement. **The Environment Working group has been tasked with recommending a plan to manage the woods going forward.**
11. In Pontyclun Park we have a number of mesh panels in the MUGA which are starting to come apart. Indicative cost to do all the repairs is £25-30k and will need doing by 2024-25.
 - a. We are increasing funding to earmarked reserve to fund this and expect to include in budget for 2024-25 and may be funded by CIL
12. The red telephone box in Miskin needs a new door. Cost of this will be around £1k, however as the box is a listed building permission will be required from RCT CBC before any works can start.
 - a. **We recommend that Pontyclun Central Members to consider replacing this from Ward budgets**

We have some earmarked reserves to help pay for these issues (these numbers include this year's transfers to reserves)

- Pontyclun Park reserve £27100.
- Street furniture reserve £4580
- Tree work reserve £5800

Asset register

The Officers maintain a register of all assets unless they are consumables with a current minimum value of £20. This was agreed in May 2019.

This provides us with a list of the assets that are most likely to require replacement in the event of an insurance claim.

To streamline processes, we ask that Council approves the following changes.

1. Assets to only be recorded if individual value is over £50 (ex VAT) per item.
2. Consumable items not to be recorded e.g., timber.
3. Any asset currently on asset register below this value can be removed from the register.

Action – members to consider requested changes to asset register.

		LOCATION	ACQUISITION DATE	Value for Asset Register PURCHASE PRICE Exl VAT	Value for Asset Register PURCHASE PRICE Exl VAT
Bus Shelters					
Bus Shelter	Llanharry Road Castell Y Mwnw	Unknown	£2,500.00		
Bus Shelter	Llanharry Road Brynsadler - Opposite Dan Y Bryn	Unknown	£2,500.00		
Bus Shelter	Cowbridge Road Brynsadler - Junction of Clos Brenin	Unknown	£2,500.00		
Bus Shelter	Cowbridge Road Pontyclun - Opposite Lewis Street	12 January 2015	£2,515.67		
Bus Shelter	Llantrisant Road Pontyclun - Opposite Leekes	September 2019	£3,090.67		
Bus Shelter	Heol Miskin - Nr Junction of Heol y Bryn	Unknown	£2,500.00		
Bus Shelter	Nr Junction of Cardiff Road Mwyndy - Towards Cefn Yr Hendy	14 August 2014	£2,165.67		
Bus Shelter	Cardiff Road Mwyndy - Nr Bute Cottage	14 August 2014	£2,165.67		
Bus Shelter	Llantrisant Road Groesfaen - Westbound opposite Pen Y Groes	02 June 2015	£3,090.67		
Bus Shelter	Llantrisant Road Groesfaen - Eastbound outside Church	18 October 2016	£4,910.00		
Bus Shelter	Llantrisant Road Groesfaen - Westbound Village Green	Unknown	£2,500.00		
War Memorial Plaques x2	Llantrisant Road Groesfaen - Westbound Village Green	October 2019	£1,400.00		
					£31,838.35
Wayside Seats					
Wayside Seat	Ivor Woods Brynsadler - ANT 340 North Entrance	Unknown	£50.00		
Wayside Seat	Ivor Woods Brynsadler - ANT 340 between North Entrance+East E	Unknown	£50.00		
Wayside Seat	Ivor Woods Brynsadler - ANT 340 East Entrance	Unknown	£50.00		
Wayside Seat	Ivor Woods Brynsadler - Bottom Path between South Entrance+Ea	Unknown	£50.00		
Wayside Seat	Llantrisant Road Groesfaen - Village Green next to Bus Stop	Unknown	£50.00		
x2 Picnic Benches	Outside Cafe 50, Heol yr Orsaf, Pontyclun	11 September 2020	£1,333.00		
x2 Picnic Benches	Outside Cafe 50, Heol yr Orsaf, Pontyclun	27 August 2021	£1,481.80		
Wayside Seat	Opposite the War Memorial, Cowbridge Road	10 June 2022	£1,600.00		
Wayside Seat+Plaque	Council Workshop	21 November 2022	£790.46		
Wayside Seat+Plaque	Council Workshop	21 November 2022	£790.46		
Wayside Seat	Ivor Woods Landscaped Area	27 April 2015	778.50		
Wayside Seat	Ivor Woods Landscaped Area	27 April 2015	778.50		
Wayside Seat	Ivor Woods Landscaped Area	27 April 2015	778.50		
					£8,581.22
PONTYCLUN PARK					
Railings	Pontyclun Park	19 December 2015	£47,600		
Fencing	Pontyclun Park	04 January 2016	£27,135		
Signage - Incident Reporting Sign	Pontyclun Park	27 July 2018	£174.98		
Play Equipment/Furniture/Muga	Pontyclun Park	31 March 2016	£130,255		
Gates	Pontyclun Park	10 June 2016	£2,350		
Steel Rubbish Bin Storage Shed	Pontyclun Park	16 January 2017	£786.00		
Signage x1	Pontyclun Park	30 June 2017	£98.92		
Signage x2	Pontyclun Park	11 August 2016	£192.45		
Signage (Welsh) x3	Pontyclun Park	24 November 2016	£371.67		
X4 Litter Bins+x2 Keys	Pontyclun Park	01 April 2016	£1,676		
x2 Wooden Planters+Seat	Pontyclun Park	Unknown	£100		
Drop Down Bollard+2 Fixed Bollards	Pontyclun Park	Unknown	£200.00		
Steel Storage Shed	Pontyclun Park	30 August 2019	£862.50		
Signage - Play Area Open	Pontyclun Park	21 August 2020	£62.50		
Railings	Pontyclun Park	20 October 2022	£8,100.00		
					£219,965.02

NANT Y DWYRGY FOOTBRIDGE			
Footbridge+Steps	Footpath ANT 341/4 near Maes-y-Felin Woods	10 March 2017	£11,820.30
Signage	Footpath ANT 341/4 near Maes-y-Felin Woods	05 July 2021	£22.98
			£11,843.28
IVOR WOODS			
Signage x7	Ivor Woods	24 November 2014	£190.00
x1 Wooden Footbridge+Steps	Ivor Woods	Unknown	£500.00
x1 Cast Concrete Footbridge	Ivor Woods	April 2018	£500.00
Wooden Fencing	Ivor Woods	Unknown	£400.00
x1 Wooden Footbridge	Ivor Woods	Unknown	£350.00
Kissing Gate	Ivor Woods	Unknown	£0.00
Signage - Wildlife	Ivor Woods	21 August 2020	£96.00
Signage	Ivor Woods	11 November 2020	£252.50
			£2,288.50
NOTICEBOARDS			
Noticeboard	Credit Union Building Heol Yr Orsaf Pontyclun	11 November 2013	£250.40
Noticeboard	Bus Shelter Westbound Llantrisant Road Groesfaen (Village Green)	11 November 2013	£250.40
Noticeboard	Entrance to Café 50 Heol Yr Orsaf Pontyclun	11 August 2014	£162.15
Noticeboard	Post Office Cowbridge Road Pontyclun	11 August 2014	£162.15
Noticeboard	Library Heol Y Felin Pontyclun	Unknown	£200.00
Noticeboard	Bus Shelter (Ref BS3a) Dan Y Bryn Brynsadler	05 November 2020	£251.36
Noticeboard	St Davids Church School Road Miskin	11 August 2014	£162.15
Noticeboard	Ynysddu	14 April 2015	£347.60
Noticeboard	YGGG Llantrisant Cefn Y Hendy	13 July 2015	£361.00
			£2,147.21
Litter Bins			
Litter Bin	Ivor Woods Brynsadler - North Entrance (Bridge)	23 February 2015	£175.00
Litter Bin	Ivor Woods Brynsadler - East Entrance (From Maes Y Felin Woods)	23 February 2015	£175.00
Litter Bin	Ivor Woods - South Entrance (The Hollies)	23 February 2015	£175.00
			£525.00
Dog Bins			
Dog Bin	Ivor Woods Brynsadler - North Entrance (Bridge)	08 October 2021	£194.49
Dog Bin	Ivor Woods Brynsadler - East Entrance (From Maes Y Felin Woods)	23 February 2015	£178.76
Dog Bin	Ivor Woods - South Entrance (The Hollies)	23 February 2015	£178.76
Dog Bin	Manor Hill Miskin - ANT 315	08 October 2021	£194.49
Dog Bin	Bryn Amlwg Playing Area Bryn Amlwg Road Pontyclun - ANT 316	October 2020	£182.50
Dog Bin	Bryn Amlwg Park Cefn Yr Hendy Miskin - ANT 316	08 October 2021	£194.49
Dog Bin	Fford Cefn Yr Hendy Miskin - Opposite Oaklands	23 February 2015	£194.49
Dog Bin	Maes Y Felin Woods Pontyclun - ANT 321 (Glan Yr Afon)	23 February 2015	£178.76
Dog Bin	Fford Cefn Yr Hendy Miskin - Maes Y Wennol Play Area	23 February 2015	£178.75
Dog Bin	Groesfaen - Junction of Llantrisant Road and Peterston Road	05 January 2016	£161.67
Dog Bin	Cowbridge Road Brynsadler - Opposite Football Club	05 January 2016	£161.67
Dog Bin	Footpath Maes Y Felin Woods - ANT 326	08 October 2021	£194.49
Dog Bins	Council Workshop	13 September 2022	£595.62
			£2,788.94
Floral Planters			
Floral Planter	Cowbridge Road Pontyclun (Millfield)	1998	£500.00
Floral Planter	Cowbridge Road Pontyclun (Southgate Garage)	1998	£500.00
Floral Planter	Cowbridge Road Pontyclun (Health Pod)	21 May 2021	£1,837.00
Floral Planter	Cowbridge Road Pontyclun (Ann Williams Chemist)	1998	£500.00

Floral Planter	Cowbridge Road Pontyclun (Bernice Hair Salon)	1998	£500.00	
Floral Planter	Llantrisant Road Pontyclun (The Windsor)	1998	£500.00	
Floral Planter	Heol Miskin/Junction at New Mill Corner	10 September 2019	£1,017.00	
Floral Planter x3	Ynysddu Bridge	16 April 2015	£552.00	
Floral Planter x1	Heol - y Felin (Pontyclun Library)	16 April 2015	£184.00	
Floral Planter x1	Heol - y Felin (Pontyclun Library)	16 April 2015	£184.00	
Floral Planter x10	Train Station - Purchased by Arriva Trains Wales	2014	£1.00	
Floral Planter	The Hollies Brynsadler	February 2017	£250.00	
				£6,525.00
HANGING BASKETS				
Hanging Basket Tree	Cowbridge Road Pontyclun (Health Pod)	02 June 2021	£1,320.00	
Hanging Basket Tree	Pontyclun within FP-5	06 October 2014	£142.00	
Hanging Basket Tree within concrete planters	Groesfaen	09 March 2016	£200.00	
Hanging Basket Tree within concrete planters	Groesfaen	09 March 2016	£200.00	
Hanging Basket Tree	Heol Miskin/Junction at New Mill Corner within FP9	10 September 2019	£0.00	
Hanging Baskets x30 incl Post Brackets x30	Various Locations	Unknown	£1,202.15	
				£3,064.15
Land				
Land - Title No. WA858346	Ivor Park Pontyclun	07 January 1997		
Land - Title No. WA815845	Land on the south east of Cowbridge Road Brynsadler	Unknown		
Land - Title No. CYM524751	Land Lying to the south of Heol Yr Orsaf Pontyclun	Unknown		
Land - Title No. CYM524749	Land on the south side of Heol Yr Orsaf Pontyclun	Unknown		
Land - Title No. CYM287353	Land at Brynsadler Mill Farm Pontyclun	Unknown		
Land - Title No. WA585130	Land lying to the east of Hensol Road Miskin	Unknown		
Signage				
Poster Pavement Sign	Café 50 (Pavement)	04 November 2021	£154.17	
Traffic Metal Sign	Portable - Stored in Council Workshop	04 February 2022	£77.50	
Riverside Walk Sign	Riverside Walk	07 July 2021	£100.00	
Tree Signage	Unknown	05 October 2022	£39.58	
Tree Signage x6	Unknown	12 October 2022	£170.69	
				£541.94
Defibrillator				
Defibrillator	Outside Café 50	01 April 2022	£600.00	
Defibrillator (Box Only)	Lodge at Talygarn House	24 November 2022	£375.00	
				£975.00
Public Convenience				
Bluedry Hand Dryer	Outside Public Convenience	01 June 2022	£124.99	
				£124.99
Equipment				
Tools+Machinery+Equipment	Workshop at rear of Pontyclun Community Centre - Assumption	Various	£9,954.91	
				£9,954.91
Ford Custom Van - Reg No. CU65 OPL				
		12 October 2015	£13,975.05	
				£13,975.05
Gazebo Marquees x2	Steel Storage Shed - Pontyclun Park	07 June 2018	£183.32	
Gazebo Marquees x2	Steel Storage Shed - Pontyclun Park	15 July 2019	£166.58	
Christmas Lights - x17 Icicle Lights @5 metres	Stored at Floodlights Services	04 March 2014	£632.00	
Christmas Lights x30 Icicle Sets @5 metres	Workshop	04 March 2014	£987.50	

Christmas Lights x2 Icicle Lights Sets @5 metres Pontyclun	Stored at Floodlights Services	30 November 2020	£120.00	
Chistmas Lights x30 Icicle Sets @5 metres	Stored at Floodlights Services	28 November 2022	£2,280.00	
Christmas Lights x4 Motifs	Stored at Floodlights Services	23 February 2015	£2,100.00	
Christmas Lights x4 Motifs	Stored at Floodlights Services	22 February 2016	£2,356.00	
Christmas Lights x2 Column Display Groesfaen	Stored at Floodlights Services	11 November 2020	£190.00	
Christmas Tree Lights+LV Transformer Groesfaen	Stored at Floodlights Services	30 November 2020	£460.00	
Café 50 Xmas Tree Lights Timer	Workshop	04 January 2021	£0.00	
Christmas Lights - Icicles	Stored at Floodlights Services	22 February 2016	£187.00	
Christmas Lights x2 for Outside Xmas Tree	Workshop	09 November 2019	£100.00	
Fairy Lights x4 for Giles Gallery Xmas Tree+Timer	Workshop	23 October 2020	£115.00	
Fairy Lights x2 for Giles Gallery Xmas Tree	Workshop	27 November 2020	£50.00	
Baby Changing Table	Public Convenience	15 February 2019	£132.82	
				£10,060.22
				£325,198.78

Cyngor Cymuned Pontyclun Community Council

Police Crime report for February 2023

We are presented with the Police crime report for the area for February 2023. The police advise these are relatively low in comparison with surrounding areas

Pontyclun Crime Report 06th February 2023/06th March 2023

Violence against the person – 9 accounts

Burglary – 0 accounts

Drugs – 0 accounts

Theft and Handling – 2 accounts

Damage – 1 account

ASB – 2 accounts

Robbery – 0 accounts

Miscellaneous – 1 account

53 Calls were made to Police during this time period for Pontyclun.

PCSO 56717 Phelps Tel No. 07814 548949 Email: Samuel.phelps@south-wales.police.uk

Mae Heddlu De Cymru yn croesawu derbyn gohebiaeth yn Gymraeg a Saesneg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

South Wales Police welcomes receiving correspondence in Welsh and English.
Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.



Cyngor Cymuned PONTYCLUN Community Council

Report of Economy Working group

The group met on Thursday February 9th at Café 50 and the note from the meeting are below.

1. Apologies given for absence.

Chris Lane, The Thirsty Elephant

Simon Cole, Pipeworks Bar

Elisha Hole, The Brunch Stop

Louise De-Vyliers, Miss De-Vyliers

2. Attendees:

Cllr. Paul Binning, Pontyclun East & Community Council. Also, organiser of the CF72 Business Club (Facebook-run)

Sara Jones – The Grey Hare Candle Co.

Ceri Masters – The Ivor Arms

Beth Giles – Giles Gallery

Jenny Watts – Ammonite Yarns

Tudor Davies – Pontyclun Athletic Club

Rhys Williams – Pontyclun Community Council

Vicky / Rhian – VZTA

3. Brief welcome and review of last meeting minutes
4. VZTA presentation. An app that brings the marketing of a high street into one place. Looked smart, very well presented and general good opinion from everyone present.

ACTION: PB / Vicky to catch up on viability for Pontyclun

5. Agreed that PB would circulate a template with the ideas below in to get ideas of peoples preferences, potential cost and viability

ACTION: PB to issue survey or template

General promotion, marketing and additional tools for the village were discussed.

Ideas included:

- an app that listed everything including a map, public services, opening hours etc – even time limited promotions (VZTA)
- a larger village noticeboard with a map and businesses advertising around the border
- a digital advertising board with ads on rotation for businesses and community events
- production of a fun marketing video featuring all the businesses for x seconds to publicise widely
- Lamppost banners and flags (permissions and costs raised as potential issue)
- The Ivor Arms said they had a new TV Ad screen going in their pub that other businesses were welcome to use.
- A new Facebook group just for businesses in the region to advertise on (not spam!)
- A colourful and fun printed, foldaway map of the area with businesses signposted and advertising around the edge to be available in every shop, local hotel rooms and hospitality venues

6. WhatsApp group working well on a low-level basis. 13 participants currently, all high street businesses welcome. Message Paul for details.
7. AOB – none

Next meeting date not arranged. PB to suggest dates in April/May

Cyngor Cymuned Pontyclun Community Council

Arrangement for Café 50 in 2023-24

The Council's officers met with RCTs officers to finalise working arrangements for ongoing running of Café 50 in 2023-24

All parties were conscious of lost time to prepare caused by temporary closure of Café 50 and there was a desire to minimise disruption for all parties, users, Pontyclun Community Council and RCT.

The following were confirmed –

- The RCT Community centre team will be responsible for all aspects of the building including Health and safety/Fire regulations.
- The RCT Learning curve will be responsible for all aspects of the catering service
- Pontyclun Community Council will be responsible for café 50 website and social media, liaison with groups, group hire and cleaning of the premises.

Pontyclun Community Council will liaise with named parties in RCT on the relevant issues and a regular review meetings will be held

There will be a few changes in the way things operate, partly caused by the building works. These include –

1. Diners will be asked to sit down when they arrive and will be called up for service by table, rather than queue up.
2. There will be a suggestion/comments box for users to use so that these can be implemented in a more structured manner

Some things will remain the same,

3. Group hire will remain with Pontyclun Community Council with income offsetting some of cleaning cost recharge to RCT.
4. Tea/Coffee service will remain self-service, though income will now go to RCT.

Improving financial viability for Learning Curve

The Learning curve have committed to leave pricing as is for re-opening however they will need to review things to improve financial viability over the longer term. This may include.

- Reducing portion sizes
- Increasing meal service price
- Running more special events
 - There will be a Coronation afternoon tea on Friday 5th May.
- Seeking options to offer additional services to groups e.g. biscuits/cakes

Pontyclun Community Council officers have committed to consult with groups around suggestions they may have for bringing in more income.

There are no plans to run a breakfast service; nor to extend lunchtime.

Cyngor Cymuned Pontyclun Community Council

Friends of... Community groups

Several Council members expressed a desire to create one or more local groups to act help support improvements to the local area.

The aims are broadly to raise funds for local services and activities; do activities that benefit the area and to support other residents in doing such activities.

We hope that this would engage local residents in their area and also allow the Community of Pontyclun to tap into additional funding streams and grant sources.

There are already a few groups with similar aims in the area, for example

- Pontyclun Action Group - currently they organise an annual Santa fun run to raise funds for local grants. The group used to organise other activities including Christmas fairs and a Summer fete.
- Pontyclun Environment group – this group carries out activities to help maintain and improve the environment across our Community Council area.
- Groesfaen Gwyrdd – this group carries out activities in Groesfaen including looking after several public green spaces; a butterfly garden and also arranges seasonal displays across the village. They are also fundraising for a defibrillator.

Planning for a group

The Council will need to decide on

1. Objectives/Aims and coverage.
2. Membership
3. How the group will be run (e.g., Committee)?
4. What future Council support may be required (if any)
5. Trustees
6. Will the groups seek charitable status?

Prior to launch a constitution will need preparing

[More information can be found at the Gov.uk website](#)
[or at this website here](#)

Launch

Once basics for the group have been established then we should hold a initial launch meeting at which the Trustees and Committee members can be elected and the group formally created.

The Clerk recommends that if the Council wishes to create a number of groups they decide on what groups and initially launch one to set the process up and then copy for any future groups later.

Action – Members to consider creation of various Friends groups and next actions.

Pontyclun Community Council
'Town Status' Working Group

Minutes for meeting: 21/03/2023

Meeting was held in person in the office at Pontyclun Community Centre.

Present:

Cllrs Jamie Daniel, Paul Binning, Carole Willis.

Apologies:

Cllrs Wayne Owen, Amanda Sparks.

Working group chair: Cllr Jamie Daniel

Cllr Daniel provided an update around process and timeline for this working group:

- Highlighted the benefits of town status for the residents and businesses of Pontyclun- particularly those on the high street.
- Thanked both for backing this project and appreciated the urgency of this working group subject to time constraints imposed by LDP consultation period.
- Further updated those present that the ongoing LDP consultation period is an ideal chance to move forward with this project and that we will need to complete this by our June Council meeting to meet this deadline.
- Updated those present that there is a legal difference between a 'town' and a 'town council' and that the former is to be applied for via this consultation, and that, subject to further legal advice currently being sought from 'One Voice Wales', it will likely have to go to RCT and then the Welsh Government for approval. Timescale for this is unknown.
- A 'town council' can simply be founded by a resolution of the community council at a full council meeting.
- In this application, we will need to provide evidence that our plan will be congruent with the previous LDP's 'Southern Sector Strategy'; that township for Pontyclun will prove beneficial for the local key town of Llantrisant/ Talbot Green.

Cllrs Daniel, Binning and Willis agreed a consultation would be appropriate during this project and that we must begin by finding evidential arguments in favour of town status.

We will first need to gather evidence and arguments in favour and approve an initial application at council meeting in May; followed by a consultation period; then a committee meeting to revise our application in line with this consultation; followed by approval of final draft in June's full council meeting and then a submission of this to the relevant authority pending advice on this from One Voice Wales.

AOB: Nil

Meeting closed.

Cyngor Cymuned PONTYCLUN Community Council

Christmas trees – electric

Members asked Clerk to investigate electric Christmas trees to be purchased from ex rental stock.

This stock shifts quickly so it is difficult to pin down, however, we have received quotes from Lite Ltd – who supplied us with our lamp post lights.

They have the following available (see images below for designs)

Ribbon Tree

2.8M High, 0.72M Base, 85W	£1,650.00
4M High, 1M Base, 174W	£3,025.00
5M High, 1.32M Base, 230W	£4,250.00

Star Tree

2.8M High, 0.72M Base, 85W	£1,719.00
4M High, 1M Base, 174W	£3,456.00
5M High, 1.32M Base, 230W	£4,835.00

Snowflake Tree

4M High, 1M Base, 162W	£3,475.00
5M High, 1.32M Base, 230W	£4,937.00

Simple Tree

2.8M High, 0.72M Base, 85W	£1,495.00
4M High, 1M Base, 174W	£2,750.00
5M High, 1.32M Base, 230W	£3,798.00

There will be VAT on top (which we can reclaim) carriage, which is about £300, and fixings will need to be added to lamp posts –(approx. £400 each)

There will be an increase in our Christmas lights installation/take down and store charge and we will need RCT Street lighting team permission for new locations.

There is one location by War Memorial in Pontyclun where fixings are already attached to lamp post.

If members wish to use the ward budgets to fund then this can be done.

Action – members to consider options and decide on purchases if any.

Pontyclun

Ribbon Tree
17797 - 0.72m x 2.80m



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Pontyclun

Simple Tree
121503 - 0.72m x 2.80m



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