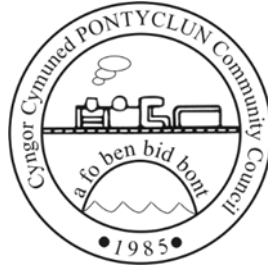


Cyngor Tref Pontyclun Town Council

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

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

Minutes

Minutes of the September monthly meeting of Pontyclun Town Council held at 7.00 p.m. on Thursday 14th September 2023.

| PCC Member attendance at public Council meetings | | | | | | | | | | | |
|--|------|-----|-----|------|-----|-----|-----|-----|-----|-----|-----|
| | 2022 | | | 2023 | | | | | | | |
| Member name | Sep | Oct | Nov | Jan | Feb | Mar | Apr | May | Jun | Jul | Sep |
| 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

- To receive apologies for absence
 - Councillor Paul Binning and Kelly Sherratt gave apologies.
- Disclosure of personal and pecuniary interest in items of business listed below in accordance with the Code of Conduct.
 - Councillors Wayne and Susan Owen advised they were patrons of Bosom Pals – item 10b.
- Public presentations to Council
 - Denise Ellis asked the Council to ask RCT CBC to install additional dropped kerbs in Pontyclun, particularly near to Fire station. Council agreed to contact them.
 - John David wanted to make his objections to improvements to an existing bus stop in front of his house. Councillor Wayne Owen agreed to arrange a site visit with highways to discuss.
- To confirm minutes of the Council's monthly meeting of 13 July are a true record and discuss minor matters arising from them.
 - The Council confirmed the minutes, there were no matters arising.

5. To consider report on Council Payments and finances
 - a. **The Council confirmed the July payments.**
 - b. **The Council agreed purchase of a new generator from earmarked reserves for equipment. Expected cost approx. £670.**
 - c. **Council agreed payments to (amounts quoted plus VAT)**
 - i. **ARB Cymru for tree works, £12017.50; £600 and £175.**
 - ii. **Cleanmate Ltd for cleaning £496.52 (will be recovered from RCT)**
 - iii. **Cardiff Conservation volunteers £600**
 - iv. **Action hire for purchase of fencing for Ivor Woods £2050**
6. To receive update on Schedule of works proposed to utilise Community Infrastructure levy.
 - a. **The Council agreed the proposed works to form its list of items for which Community Infrastructure levy would be used when received.**
7. To receive update on Community Events in 2023
 - a. **Members noted the various updates on events and agreed the following.**
 - i. **Purchase banners promoting Pontyclun and its businesses to be used at events generally.**
 - ii. **Food and drink festival 2024**
 1. **To be held Saturday August 24th 11-5pm**
 2. **Additional vendors**
 3. **Extend cover for rain.**
 4. **Add kids activities.**
 5. **Improve parking options.**
 - iii. **Christmas 2023**
 1. **Marquee events**
 - a. **Friday 1st Dec Twmpath in aid of Eisteddfod fund raising. Organised by Councillor Willis with support from Officers.**
 - b. **Sunday 3rd Dec afternoon – Hope rescue Wreath making sessions.**
 - c. **Sunday 3rd December – evening – Town status launch event**
 - i. **Councillors Sue and Wayne Owen leading organisation**
 - ii. **Hot Dogs/ bar/ Singer**
 2. **Christmas lighting**
 - a. **The Council agreed to proposals for lighting a tree by War memorial and in Brynsadler. Cost to be paid from ward budgets.**
 3. **Christmas trees**
 - a. **In event that existing supplier is unable to provide this year Clerk has authority to purchase 2 18ft trees from alternative suppliers using Events budget accordingly. Councillors Rhys Williams and Wayne Owen have contacts locally.**
 4. **Christmas Tree lighting ceremony**
 - a. **Will be held on Saturday 25th November.**
 - b. **Moved to by War Memorial to take advantage of new lights there.**
 - c. **Aim to get a few vendors there, the Panto group and a Choir.**
 5. **Other events**
 - a. **Council noted success of the Urban markets family fun day and agreed to allow another next July.**
 - b. **Council agreed that Urban Markets could run an Easter fair in Pontyclun on 23rd March 2024**
 - c. **Councillors Wayne Owen, Carole Willis and Amanda Sparks will lay wreaths on behalf of the Council at Remembrance Day parades in Pontyclun, Groesfaen and Miskin respectively**

- d. **The Council confirmed purchase of 3 wreaths and that a suitable donation could be made to cover cost of buglers if needed.**

6. 2024 events

- a. **The council confirmed the dates for its events in 2024.**
 - i. **Picnic in the Park – 8th June**
 - ii. **Food Festival – 24th August**
 - iii. **Tree lighting 30th November**
 - iv. **Christmas fayre 7th December**

8. To receive update from Town Status working group

- a. **Council members discussed the proposals and results of the consultation.**
- b. **The following resolutions were agreed.**
 - i. **In accordance with S245 part 6 of the Local government Act 1972, that the Community of Pontyclun shall be designated a Town.**
 - ii. **That the Council shall henceforth be known as Pontyclun Town Council**
 - iii. **No additional budget was agreed to fund any changes to signage, logos etc and these would be updated as required. Staff to commence making changes as they arise and advise relevant stakeholders accordingly.**
 - iv. **The Town Status working group would continue till end of the financial year to progress actions to maximise opportunities this change could bring.**

9. To receive an update on “Friends of “groups for Pontyclun

- a. **This item was deferred to October.**

10. To consider grant requests (unanimous except where indicated)

- a. **Merched y Wawr – a grant of £200 was agreed (S145 Local gov act 1972)**
- b. **Pontyclun Bosom pals – deferred, Councillor Wayne Owen will talk to the group regarding their needs.**
- c. **Pontyclun RFC – a grant of £3k was agreed (S145 local Gov. Act 1972) subject to at least one banner at the event confirming we have supported. Councillor Carole Willis did not support this grant. This to be funded from the monies specifically budgeted for this.**
- d. **The Council also agreed to donate the piano from Café 50 to Cantorion Pontyclun on basis that they continue to support community events and a suitable replacement can be found second hand for no more than £50.**

11. To consider and accept external audits for 2022-21 and 2021-22

- a. **The Council accepted the two audits and praised the staff for the work resulting in these unqualified audits.**

12. To receive update on Ivor Woods

- a. **The Council noted the current position.**
- b. **The Council agreed to write to occupiers of properties in the Hollies who have access into the woods from their back gardens to advise them not to do so for their safety. Members reserved right to fence off these entrances if this was abused.**
- c. **The Council agreed the regeneration plans for Ivor Woods and Riverside walk.**

13. To receive update on Council photocopier

- a. **The Council discussed the various quotations received and options available.**
- b. **They decided to accept the lease offer from a local supplier (based in Pontyclun West) as this was most advantageous to us when compared with other lease options.**

14. To consider RCT CBC Flood management plan consultation

- a. **The Council agreed that each Councillor would make their own comments directly.**

15. To consider report on Community dog waste bins

- a. **The Council agreed to purchase up to 6 new big waste bins.**
- b. **One to replace an existing bin at Glan yr Afon.**
- c. **5 new bins in locations requested by the public subject to suitable place to site and RCT CBC street cleansing team agreeing to empty the bins.**

- d. Locations to be.**
 - i. Central Miskin TBC**
 - ii. Groesfaen TBC**
 - iii. Grassed area in Ynysddu**
 - iv. Top of Palalwyf Avenue**
 - v. At Fairview Close/Llwynfen road**
- e. Funding to be from Ward budgets.**

16. Confidential staff matters.

- a. Members noted position regarding Caretaker.**
- b. Members discussed the position of the cleaner and agreed.**
 - i. Subject to confirmation that cleaner is being treated for mental health issues a sabbatical would be agreed until end March 2024**
 - ii. Cleaner to contact us by end January to confirm arrangements from 1st April.**

This is a copy of the minutes of the September 2023 Council meeting. A signed copy can be viewed at the Council offices.