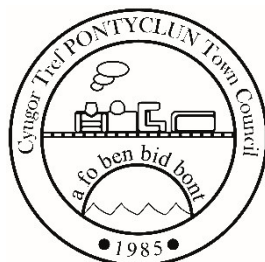


## Cyngor Tref Pontyclun Town Council

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**  
**Canolfan Gymunedol Pontyclun**  
**Heol yr Orsaf**  
**Pontyclun**  
**CF72 9EE**  
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**Council Office**  
**Pontyclun Community Centre**  
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**Website: [www.pontyclun.net](http://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 March monthly meeting of Pontyclun Town Council held at 7pm on Thursday 14th March 2024.

<b>PCC Member attendance at public Council meetings</b>											
	<b>2024</b>										
<b>Member name</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Feb</b>	<b>Mar</b>
Wayne Owen	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
Jordan Thorne	Present	Present	Present	Present	Present	Absent	Present	Present	Absent	Present	Present
Kelly Sherratt	Present	Present	Present	Present	Present	Absent	Present	Present	Present	Present	Absent
Rhys Williams	Present	Present	Present	Present	Present	Absent	Present	Present	Present	Present	Present
Susan Owen	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
Jamie Daniel	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
Amanda Sparks	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
Paul Binning	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
Carole Willis	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
Sian Assiratti	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
Gareth Summers	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
Present	Present										
Gave Apologies	Present										
Absent	Absent										

1. To receive apologies for absence
  - a. Councillor Paul Binning and Jordan Thorne gave apologies, Councillor Kelly Sherratt did not attend.
2. Disclosure of personal and pecuniary interest in items of business listed below in accordance with the Code of Conduct.
  - a. Councillor Gareth Summers advised he had connections with the Maesyfelin allotment association in relation to grant support – that item had been withdrawn ahead of meeting.
3. Public presentations to Council
  - a. There were no presentations, the scheduled presentation was withdrawn prior to meeting.
4. To confirm minutes of the Council's monthly meeting of 1<sup>st</sup> February 2024 are a true record and discuss minor matters arising from them.
  - a. The minutes of the public and confidential meetings of 1<sup>st</sup> Feb were confirmed as true.
5. To consider report on Council Payments and finances
  - a. The Council confirmed payments for January and February
  - b. The Council agreed to make payments for

- i. £672 for marquee deposit for Christmas fayre
    - ii. £1157.46 for Council insurance renewal
    - iii. £2231.66 for RCT grass mowing in park
  - c. The Council agreed to progress with the Tree works without further quotations on the basis that what was offered by Marcon Services was less in price than quotes received in previous few years and for a higher level of service.
    - i. It was agreed 50 trees could be cut at this time totalling £10k with Clerk able to pay invoices as received subject to the overall total.
  - d. The Council agreed that unused events budget from 2023-24 could be placed into a reserve towards funding Pontyclun 175 activities.
  - e. Members agreed that the Clerk could approach the local Men's shed and offer them funds towards their activities in return for them supporting installation of community benches.
  - f. The Council adopted the Banking policy and noted planned arrangements for funds.
  - g. The Council pre-approved payment of the presented regular payments subject to the budgeted amounts agreed by Council for each area allowing the Clerk to arrange payment as they became due.
6. To receive update on Community Events
- a. The Council noted progress with Community events for 2024.
  - b. The Council decided they did not wish to sell tea/coffee at the Picnic in the Park
  - c. Councillors had not had time to consider sponsorship options for our events and this matter was deferred to next meeting.
  - d. Councillors Amanda Sparks and Gareth Summers agreed to contribute to cost of Xmas tree at Ynysddu. No funding agreed to be paid by Council.
  - e. The Council agreed to replace the existing Tree/Flag holders on Pontyclun shops using a contractor to do the works.
  - f. Councillors Gareth Summers and Wayne Owen will continue to put up annually.
  - g. The Council agreed that they would try to run shop front competitions for St David's Day and Easter going forwards.
  - h. Councillor Wayne Owen advised that he had spoken to the RCT Town centre teams regarding Christmas funding. They said they did not know if any funding would be available this year, but that Pontyclun was now on their list of areas to consider.
7. To consider grant requests
- a. The Council agreed the following grants using powers granted under s19 Local Government (Miscellaneous Provisions) act 1976 (unless otherwise stated)
    - i. Bethel Baptist Church - £500
    - ii. Llantrisant and District History Society - £200 subject to an acknowledgement in the book.
    - iii. Horizon Dance studio - £200
    - iv. Pontyclun Road Runners - £480 – subject to a community activity for the benefit of the wider community.
    - v. SAAFA - £50 – S137 Local Gov. Act 1972
    - vi. Kids cancer appeal - £50 S137 Local Gov. Act 1972
    - vii. Llangollen International Eisteddfod - £50
    - viii. Urdd Eisteddfod -£50
    - ix. Marie Curie - £50 S137 Local Gov. Act 1972
    - x. Wales Air ambulance - £50 S137 Local gov act 1972
    - xi. Pontyclun Scouts - £150
    - xii. The Clerk is authorised to make the relevant payments.
  - b. The Council confirmed its previous decision to use grant funding budget to fund the 2023 Community group Christmas tree competition and the cost of additional trees for the 2024 competition. The grants to groups are using powers under S19 Local Gov (Misc provs) act 1976.
  - c. The Council agreed that unused budget from this year could be set aside towards making grants to local groups in 2024 to help deliver the planned town improvements.
  - d. The request for support by Maesyfelin Allotments was withdrawn ahead of meeting as grant provider was not able to make payments to a Council.
8. To receive Crime report from South Wales Police
- a. The report was noted by the Council.
9. To receive report on Town improvements
- a. Councillor Willis advised that YGGG school would be happy to accept the planters.
  - b. The school have also asked if we could help them in some way with looking after their "gardens"
  - c. It was agreed that we would seek to arrange a meeting on site with the Men's shed group to see if they wanted to support this.
  - d. Both primary schools do not wish to progress with painting on BT boxes so Clerk will investigate with other options
  - e. The Council adopted the improvement plans for Groesfaen, Ynysddu and The Public Toilets in Pontyclun, noting that the planter planned for Groesfaen had already been installed by Groesfaen Gwydd with help from Councillor Gareth Summers

10. To receive update on Hensol Road Miskin
  - a. **The Council noted the position.**
  - b. **Councillor Wayne Owen advised he had spoken to RCT officers, and they had agreed to reconsider 20mph signage in the area.**
  - c. **The Clerk was instructed to ask the Police to undertake speed checks along that road when possible.**
11. To consider obtaining a portrait of the King
  - a. **The Council agreed to apply for a portrait.**
12. Update on Pontyclun 175 anniversary activities.
  - a. **The Council noted the current position.**
13. To consider update on Town promotion
  - a. **The Council noted the report and agreed the following.**
  - b. **Council to create an Instagram account for Pontyclun Community events/activities.**
  - c. **The Council delegated powers Councillors Binning and Thorne to create promotional videos in conjunction with local businesses and residents regarding the Council area.**
  - d. **Councillor Wayne Owen agreed to approach RCT to see about rolling the "Town app" into Pontyclun.**
14. To receive update on Report from Independent Remuneration Panel for Wales
  - a. **The Council noted the report and reconfirmed its previous decisions regarding allowances.**
  - b. **The Council also decided that should a Councillor resign part way through the year they would not claw back any allowances paid in advance.**
15. Confidential matters
  - a. **Café 50.**
    - i. **Clerk advised that he had been contacted on day of the meeting by Director of Finances at RCT apologising for nonpayment of our invoice.**
    - ii. **It seems that RCT had paid the invoice but to the Pontyclun Community Centre Management Committee**
    - iii. **They are now arranging to recover funds and pay them to us.**
  - b. **Cleaner**
    - i. **Since papers for meeting prepared cleaner has advised that she is still being signed off as sick so will not be returning in April**
    - ii. **The Clerk has taken advice from One Voice Wales who advise there are several options.**
      1. **If RCT was to take the cleaning in house the role has disappeared, and a redundancy could happen. The Clerk will contact RCT to confirm what arrangements they wish to have for 2024-25 following a price rise by our contract cleaner.**
      2. **If we wish to progress through a capability route on grounds that cleaner is sick, then we would need to instruct Occupational health for a report and if that report advised she was not able to work in near future we could undertake a capability assessment. The result of that could be a dismissal, though we would need to have an appeals process in place.**
      3. **We could offer a settlement to terminate contract.**
      4. **In all three cases appropriate payment would need to be made which may include, Payment for notice; holidays accrued and redundancy.**
    - iii. **The Council agreed to see what RCT wanted to do and if it was to continue as currently to seek a settlement agreement offering 1 months' pay (notice); to pay for any holiday accrued and then the equivalent of redundancy pay – 3 weeks' pay. Otherwise, redundancy was to apply.**
    - iv. **The Clerk will contact RCT and as the role is under review will advise the Cleaner that the role is at risk.**

**This is a true copy of the minutes of the March Council meeting. A signed original copy can be viewed at the Council Offices**