

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

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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 Annual Meeting of the Pontyclun Community Council held at 7.00 p.m. on Thursday 11th May 2023 and the monthly meeting of the Pontyclun Community Council held directly afterwards

PCC Member attendance at public Council meetings											
Member name	2022						2023				
	May	Jun	Jul	Sep	Oct	Nov	Jan	Feb	Mar	Apr	May
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 – None, 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 interests declared.

Annual Meeting agenda

3. Chairs report for 2022-23
 - a. The Council accepted the Chairs report for publication in the annual report of the Council.
4. Election of Chairperson 2023-24
 - a. Councillor Wayne Owen was elected Chair and signed his declaration. Proposed by Councillor Paul Binning and Seconded by Councillor Amanda Sparks

5. Election of Vice Chairperson 2023-24
 - a. Councillor Jamie Daniels was elected Vice Chair and signed his declaration. Proposed by Councillor Wayne Owen and Seconded by Councillor Paul Binning
6. To confirm the minutes of the Council's Annual meeting of 11 May 2022 as a true record of the last Annual Meeting.
 - a. The minutes were accepted as a true record.
7. Appointment or Reappointment of any standing Committees, Sub Committees or Working Groups and review terms of reference.
 - a. The Council confirmed existing working groups and Committees with following convenors.
 - i. Administration working group – Councillor Wayne Owen
 - ii. Economy Working Group – Councillor Paul Binning
 - iii. Environment Working Group – Councillor Kelly Sherratt
 - iv. Social and Cultural Working Group – Councillor Sue Owen
 - v. Local development plan Working Group – Councillor Sian Assiratti
 - vi. Town Status Working group – Councillor Jamie Daniels
 - vii. Ward Committees (Pontyclun East; Pontyclun Central; Pontyclun West)
 - b. To Council created a new Working group to consider Traffic and pollution issues with Councillors Paul Binning and Wayne Owen as convenors
 - c. The Council decided to fully review all Working groups and other Council meetings in the June Council meeting.
8. To confirm Council governance documents and review policies
 - a. Governance -Standing Orders; Financial Regulations, Code of Conduct and Complaints policy
 - b. Other policies – Freedom of Information; Data Protection; Press, Fire policy, Grants and Health & Safety statement
 - i. The Council agreed the suggested changes to policies and confirmed the other policies which are unaltered.
 - ii. The fully amended financial regulations can be found by following [this link](#).
9. To review arrangement for standing matters
 - a. Subscriptions to other bodies; Council representatives on external bodies, Charter arrangements and groups run on behalf of the Council.
 - i. The council confirmed the following:-
 1. The Council will continue to be a member of One Voice Wales and pay the Clerk's subscription for SLCC.
 2. The Chair will represent the Council at One Voice Wales meetings.
 3. Councillors Wayne Owen and Carole Willis will represent the Council at RCT CBC/Community Council joint liaison meetings.
 4. Councillor Carole Willis to remain as our representative on the Northwest Cardiff group
 5. Tara Davies, Community Engagement Officer will represent the Council on the local Neighbourhood Network
 6. Councillor Wayne Owen will represent the Council on the Pontyclun Refugee Support Group
 7. Councillor Wayne Owen and Paul Binning will remain as Council representatives on the local 50 plus forum.
 - b. Council's dates and times for Ordinary meetings for the ensuing year
 - i. The Council confirmed meeting dates would remain as 2nd Thursday of the month with no meetings planned for August and December

Monthly Meeting agenda

10. Public presentations to Council – members of the public were present to discuss the Forest Wood quarry planning application.
11. To confirm minutes of the Council's meeting of 12th April are a true record and discuss matters arising from them.
 - a. The Members confirmed minutes as correct, no minor matters arising.
12. Update on Forest wood Quarry planning application
 - a. Members discussed this application following new Highways report, Air Quality report and other information.
 - b. It was noted that the applicants are now quoting much reduced volumes of increased HGV traffic with between 27k and 33k annual journeys now anticipated a year.
 - c. Councillor Wayne Owen will arrange a meeting for w/c 15 May with the relevant RCT Councillors and planning officers to discuss.
 - d. The Council agreed to look at avenues to call this application into the Welsh Government for consideration.
 - e. Council agreed to look at what advise Planning Aid Wales may be able to give us.
 - f. Councillor Kelly Sherratt agreed to investigate if the applicants could be barred from obtaining relevant operating licences due to the "fit and proper" requirements.
 - g. The Council to ask RCT CBC planning teams to review current planning approvals to see if conditions remain relevant and valid due to the time that has gone since they were agreed.

13. Council Payments and Finances
 - a. The Council confirmed payments for March and April 2023
 - b. The Council confirmed renewal arrangements for Council insurance.
14. To consider Police report for April 2023
 - a. The Council noted this report.
15. To receive update on "Friends of..." groups for Pontyclun
 - a. This discussion was deferred to June meeting.
16. To receive update from Town status working group
 - a. The Council noted the update from the group.
 - b. The Council agreed that the group could progress to public consultation on the proposals once they have been finalised with the Clerk.
17. To consider update on Community Events 2023
 - a. The Council noted the position on events.
 - b. Picnic in the Park
 - i. Councillor Wayne Owen agreed to find some musical entertainment with Councillor Binning to contact local schools to see if they wish their Choirs/bands to perform.
 - ii. 7 Councillors confirmed availability to help on the day.
 - c. Food and Drink festival
 - i. Councillors asked if traders could be asked to try and accommodate budget options to support people at this time. Also relevant to Christmas
 - d. Christmas fayre
 - i. Councillor Sparks agreed to try and source some lino matting to allow Curling to be played outdoors as additional entertainment.
 - ii. The Council decided that they would arrange an event in the marquee for Friday night to help raise funds for the Council. An update will be provided at the June meeting.
18. To receive and accept report from Internal Auditor and approve Annual Return
 - a. The Council noted the Audit report and its contents.
 - b. The Council accepted the report and approved completion of the Annual return.
19. To receive report on Council's trees
 - a. The Council noted the results of the tree surveys.
 - b. The Council agreed to progress with trees at Hollies, Riverside and Millfield as recommended.
 - c. The Council instructed the Environment Working group to meet to agree a plan for Ivor woods, which took into account, work to do, Council's budgetary position, land clearance and replanting required. The group is to report back at June Council meeting with an update.

The Council members also wished to note that by virtue of PCC being classified as Category 3 Community Council by the Independent Remuneration Panel for Wales, 3 Councillors were eligible to receive an additional allowance of £500.00. Though the Community Council has decided unilaterally to not to pay this allowance.