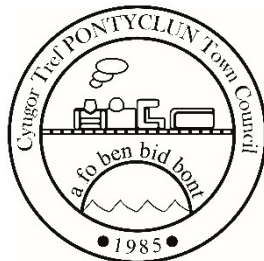


## Cyngor Tref Pontyclun Town Council

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**  
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**Council Office**  
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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

### Draft Minutes

Draft minutes of the April monthly meeting of Pontyclun Town Council held at 7pm on Thursday 11th April 2024.

| <b>PCC Member attendance at public Council meetings</b> |      |     |     |     |     |     |     |     |      |     |     |
|---|------|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|
|   | 2023 |     |     |     |     |     |     |     | 2024 |     |     |
| Member name   | Mar  | Apr | May | Jun | Jul | Sep | Oct | Nov | Feb  | Mar | Apr |
| Wayne Owen  |      |     |     |     |     |     |     |     |      |     |     |
| Jordan Thorne   |      |     |     |     |     |     |     |     |      |     |     |
| Kelly Sherratt  |      |     |     |     |     |     |     |     |      |     |     |
| Rhys Williams   |      |     |     |     |     |     |     |     |      |     |     |
| Susan Owen  |      |     |     |     |     |     |     |     |      |     |     |
| Jamie Daniel  |      |     |     |     |     |     |     |     |      |     |     |
| Amanda Sparks   |      |     |     |     |     |     |     |     |      |     |     |
| Paul Binning  |      |     |     |     |     |     |     |     |      |     |     |
| Carole Willis   |      |     |     |     |     |     |     |     |      |     |     |
| Sian Assiratti  |      |     |     |     |     |     |     |     |      |     |     |
| Gareth Summers  |      |     |     |     |     |     |     |     |      |     |     |
| <b>Present</b>  |      |     |     |     |     |     |     |     |      |     |     |
| <b>Gave Apologies</b>                                   |      |     |     |     |     |     |     |     |      |     |     |
| <b>Absent</b>   |      |     |     |     |     |     |     |     |      |     |     |

1. To receive apologies for absence
  - a. Councillor Jordan Thorne gave his 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. None made
3. Public presentations to Council
  - a. No presentations were made
4. To confirm minutes of the Council's monthly meeting of 14<sup>th</sup> March are a true record and discuss minor matters arising from them
  - a. The minutes were confirmed as a true record
5. To consider report on Council Payments and finances
  - a. The Council authorised payment to One Voice Wales for membership, for new benches and in payment for tree works at Ivor Woods as requested in meeting papers
  - b. The Council agreed to accept the quote of £635 plus vat for repair of the garage door

- c. The Council noted that our Internal auditing firm were ceasing providing the service and authorised the Clerk to take steps to provide the Council with a list of potential new auditors for future consideration. The Council's preferred option is to see if the current auditor might continue in their personal capacity.
6. To receive update on Community Events
    - a. The Clerk advised that the recent Easter market was attended by 700+ people.
    - b. The organiser was pleased with these numbers bearing in mind that the weather on the day was very poor
    - c. The Council agreed to allow another market at Easter 2025
    - d. The Community Easter Egg hunt was not particularly well used with about half of the 100 eggs claimed. Again, the weather was poor during this period, which would have put people off. Eggs were donated by Tesco and Blakemore's (Spar).
    - e. There was an "Easter Tea" in Café 50 funded by a grant from Interlink. The Liaison officer used this as an opportunity to question the 35 attendees about their use of Café 50 and receive suggestions on improvements and changes. A report will be prepared for the Caterer and Council in due course.
    - f. The Councillors advised they were still considering Sponsorship recommendations for this years events and will revert at a future meeting
    - g. The Council agreed the following additional improvements for Christmas 2024
      - i. Placing of battery fairly lights onto the hanging basket brackets in Pontyclun
      - ii. Decorating the planters in Pontyclun and potential other sites in our wards with a "Festive wrapping"
      - iii. To try and light up the front of Tabernacle Chapel with lighting for Christmas
  7. To receive report on Town improvements
    - a. YGGG School garden
      - i. We have a planned visit by a large group of volunteers in June to do community work and we would use some of these for work on bringing the garden to a ready state.
      - ii. Councillor Binning agreed to co-ordinate regular ongoing work to maintain the garden
      - iii. We will recommend to the school that they seek help from their PTA with funding for additional plants for the garden
      - iv. The planter which has been donated by a resident is not required at the school. We will aim to now place this in Cefn y Hendy at the junction of Fordd Cefn y Hendy and the road towards Mwyndy. Councillor Binning will check with the housing developer that they do not have plans to use this piece of land for a path prior to installation.
    - b. Community art
      - i. The Council agreed to implement some street art
        1. Paint the bin at the war memorial in Pontyclun
        2. Paint a mural in the stone bus shelter in Groesfaen
        3. Have a decorative design added to the planter in Miskin by way of vinyl stickers
        4. The designs and quotations provided were agreed with final choice for the Groesfaen shelter to be made by residents of Groesfaen. Councillor Willis is to arrange and confirm to Clerk
        5. We have permission to paint 2 more BT cabinets. The Town improvement working group to consider a large number of designs put forward by pupils of Y Pant school and select 2 to be used on these cabinets.
        6. The Council has an earmarked reserve for murals to fund these costs
    - c. Other
      - i. The Council wish to ensure that when the new benches (and other improvements) are installed we ensure that suitable publicity is arranged and where possible it is noted on the benches that they have been installed by the Council
      - ii. The Council agreed to add one rail at the steps opposite the war memorial in Pontyclun to help older residents who may wish to ascend and use the new benches being sited in that area.
  8. Update on Pontyclun 175 anniversary activities
    - a. There were no significant updates. The working group will meet shortly to discuss and prepare recommendations for Council
  9. To receive report from LDP working group
    - a. The Council noted the comments provided on RCT CBC's planned revised LDP strategy and the decisions made regarding candidate sites
    - b. The Council also discussed the land going from Cefn y Hendy down to the River Clun and agreed to request that this was designated to be left undeveloped, remaining as green space.
    - c. The Council agreed a response the RCT CBCs consultation (which is provided as an appendix to these minutes)
    - d. The Council confirmed that whilst they supported the candidate site decisions this does not preclude the Council from supporting suitable future developments in those areas (or any other sites in Pontyclun) should they come forward for planning and be considered as beneficial to the area.

10. To consider report on options for environmental and climate actions
  - a. **The Council noted the potential recommendations for an action plan and agreed the following**
    - i. **The Clerk is authorised to prepare a plan based on these suggestions and present to Council for agreement ahead of the 2025-26 budget discussions**
    - ii. **The plan should reflect that for many suggestions further research and investigation will be needed ahead of implementation and that this investigation may result in the suggestions not being implemented as they were impractical. In these cases the planned action would be “To investigate feasibility of..... with a view to implementation”**
    - iii. **The plan should reflect a genuine desire to reduce carbon emissions over time with the stated aim to reach a “Net Zero” type goal at a specific date**
11. To consider report on the Council’s assets
  - a. **The Council noted the position. No actions were needed**
12. To confirm Council plan for 2024-25
  - a. **The Council confirmed the plan for 2024-25**
13. To consider Council policy on donations and sponsorships
  - a. **The Council confirmed the proposed Donations and sponsorship policy with one addendum – that the Council as a whole was to agree to event sponsorships**
14. To consider report on staff contracts
  - a. **The Council accepted the new Staff contracts to be used for new staff on the basis that the notice clause was amended to reflect notice of termination (post probation) by both sides should be 1 week per year of service minimum 4 weeks max 12 weeks**
  - b. **The annual holiday year for each individual will start on first day of service**
  - c. **Existing contracts to remain unchanged.**
  - d. **The Council noted and confirmed the methodology for calculating holidays for part time staff**
15. To receive crime figures from South Wales Police
  - a. **The Council noted the report**
16. To receive update on Council’s Welsh language policy
  - a. **The Council accepted the revised Welsh language policy**
  - b. **The Council also noted that officers were now looking to produce separate Welsh and English text where practical to assist with ease of reading**
17. To consider confidential report on Cyber security
  - a. **The Council noted the report and accepted the recommendations and proposed action plan**
  - b. **The Council agreed to replace the damaged laptop immediately with a Windows 11 compatible one**

**These are a true copy of the minutes of the Council meeting of April 2024. The original signed copy can be seen at the Council Offices**

## **Pontyclun Town Council response to RCT CBC revised LDP strategy**

The Council has considered RCT CBC's draft revised LDP strategy and decisions regarding candidate sites and wishes to provide the following comments and suggestions.

The Council generally supports RCT's preferred strategy and in particular the recognition of Pontyclun as part of the Principal Settlement in Southwest RCT (Talbot Green/Pontyclun/Llantrisant)

We support the listing of our smaller settlements as "Settlements outside the settlement boundary" and not suitable for further development (Groesfaen, Mwyndy, Pantaquesta, Castell-y Mwnys, Talygarn and Talygarn House).

The Council has two further specific comments/questions regarding settlements

1. We note that Miskin and Brynsadler are not included on any of the settlement lists and assume that they are considered part of Pontyclun but would seek confirmation of this from RCT CBC. Our preference would be for these to be specifically listed within the strategy document.
2. The Council notes that the list of "Settlements outside the settlement boundary" lists Castell-y-Mwnwys as being in Llanharry, when in fact it is in Brynsadler, and the Strategy document should be updated accordingly.

### Candidate sites

The Council supports all of RCT's decisions regarding candidate sites put forward within this Council's wards.

We would ask that RCT adds a further site being that area of land under Land registry title number CYM640595 and that the designation of this land is to be a "Green space" not for development and to be used as a community amenity. This would provide valuable habitat for wildlife and a green wedge at the edge of the settlement. We believe that the nature of the land and access makes it unsuitable for development.

The Council has concerns that the candidate site approvals in surrounding areas (Llanharry, Llantrisant, Tonyrefail and Llantwit Ffardre) could lead to issues with infrastructure across the Talbot Green/Pontyclun/Llantrisant principal settlement area. In particular, Health, Education and Transport. We ask RCT to ensure that these are urgently addressed as the LDP progresses in detail and in the strategy, accepting that Health is not directly within the Council's sphere of responsibility.

### Development plans

We note that the strategy notes that RCT has development plans for Porth, Pontypridd and Aberdare but none for Talbot Green/Pontyclun/Llantrisant.

Whilst we acknowledge that the Talbot Green/Pontyclun/Llantrisant area is not in as urgent need of redevelopment as Porth, Pontypridd and Aberdare it is being designated one of RCT's 3 principal settlements and as such a plan should be in place for improvements.

We ask that RCT work with ourselves and Llantrisant Community Council to develop a plan for this principal settlement.