

Minutes of the Monthly Meeting of Tonyrefail & District Community Council, held on THURSDAY 14th November 2019 at the Council Office, Trane Cemetery, Tonyrefail which commenced at 6.30 pm.

Present: Councillors: Messrs. Austin Davies (Chairman), S. Stevens, D. Owen-Jones, D. Grehan, Mrs. L. Michel and Mrs. K. Webb.

Also in attendance:
Pauline Williams – Clerk

1. APOLOGIES FOR ABSENCE

1.1 APOLOGIES SUBMITTED FOR APPROVAL

Councillor M. Barron – Hospital inpatient.
Councillor Alexandra Mary Davies-Jones – Childcare
Councillor Andrew Davies-Jones – University

1.2 APOLOGIES NOT SUBMITTED

No apology for absence was received from Councillors C. Wells and G. Powell

2. TO RECEIVE DISCLOSURES OF PERSONAL INTEREST

There were no disclosures of personal interest declared.

3. CONFIRMATION OF MINUTES:

It was **RESOLVED:** To confirm as a correct record the minutes of both the Monthly meeting held on Thursday 10th October 2019 together with the confidential minutes of the Extraordinary Meeting held on Tuesday 22nd October 2019.

4. PUBLIC BREAK

There were no members of the public present.

5. MATTERS ARISING FROM PREVIOUS MINUTES (If any)

5.1 TONYREFAIL SKATEPARK

It was **RESOLVED:** To remove this item from the agenda.

5.2 CHRISTMAS LIGHTING – TONYREFAIL SQUARE

The Clerk met with a representative from Centregreat and was informed that it would not be possible to have lights across the square owing to the lack of height required for articulated vehicles.

6 CORRESPONDENCE:

6.1 INDEPENDENT RENUMERATION PANEL FOR WALES – DRAFT ANNUAL REPORT

It was **RESOLVED:** To note Section 13 which specifically relates to Town & Community Councils of the draft annual report.

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6.2 ONE VOICE WALES – PLANNING CONSULTATIONS

It was **RESOLVED:** To note the consultation document which is available on the Welsh Government's website as per their email dated 16th October 2019.

6.3 ONE VOICE WALES – GUIDANCE ON SECURING BIODIVERSITY ENHANCEMENTS IN DEVELOPMENT PROPOSALS

It was **RESOLVED:** To note the Welsh Government letter dated 23rd October 2019 provided by One Voice Wales.

7 PLANNING

It was **RESOLVED:** That there is neither objection nor observation made in respect of the planning application placed on this month's agenda.

Councillor D. Grehan arrived at the meeting at 6.42 pm.

ADDITIONAL PLANNING

There were 2 additional planning application received following the distribution of the November agenda which were discussed:-

Application No: 19/1180/10
 Application Type: New Bungalow
 Location: - Oaklands, Pantybrad, Tonyrefail

Application No: 19/1094
 Application Type: Detached garage with flat roof.
 Location: - Land adjacent to 14 Collenna Road, Tonyrefail.

It was **RESOLVED:** That there is neither objection nor observation made in respect of the additional planning applications received.

8 FOOTPATHS

8.1 FOOTPATH REPORT

There was no footpath report for November 2019.

9. FINANCE:

9.1 ACCOUNTS PAID OCTOBER 2019

It was **RESOLVED:** To accept and approve the accounts as presented.

9.2 ACCOUNTS FOR PAYMENT NOVEMBER 2019

It was **RESOLVED:** To accept and approve the accounts for payment as presented.

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10. MEMBERS AND CLERKS REPORT

10.1 CLERKS REPORT

The Clerk advised that the Policy & Finance Committee needs to meet to discuss the Budget/Precept figures for 2020/21. It was **RESOLVED**: That this would be deferred to February 2020 when the new Clerk would be in situ, subject to clarification from RCTCBC that they could wait until February for the precept figure.

10.2 MEMBERS REPORT

- **Councillor Shawn Stevens**
Reported that the 'Welcome to Tonyrefail' sign had been relocated to an alternative site on Penrhiwfer Road.
- **Councillor Dan Owen-Jones**
Enquired as to why the benches in Edmondstown Park had been painted in grey when blue was requested. The Clerk advised that they should be blue and would take this up with the staff.
- **Councillor Karen Webb**
Reported on a letter she had been given in respect of a Wind Farm grant. Council were advised that the issue of the grants was under the jurisdiction of the County Borough Councillor for that ward. The Clerk advised that this organisation had been informed in April this year that they could apply for a Community Council Financial Grant in July this year but no request was received.
- **Councillor Austin Davies**
Reported on a lady becoming ill at the Remembrance Service and was pleased to advise council that the lady had made a full recovery.

Trees in Llantrisant Road allotments which are on un-claimed land (As per email to Councillor Grehan) are causing a nuisance to adjoining properties. It was **RESOLVED**: That the Clerk will obtain a quote for the trimming and/or cutting down of the said trees and report back to council.

11. TRANE CEMETERY

11.1 REMAINING BURIAL SPACE

The Clerk was advised by the Cemetery Supervisor that there is approximately 6 years future space available. A discussion took place and it was **RESOVLED**: That the Clerk would write to the Developer asking for an up-date on the proposed Trane Farm development.

11.2 TO SET DATE AND TIME FOR HEALTH & SAFETY TRAINING DAY

It was **RESOLVED**: To defer the training day until the new Clerk/RFO is in situ.

11.3 TO CONSIDER REPLACEMENT OF PAPER TOWELS WITH HAND DRYERS

A discussion took place and as paper towels are recyclable it was **RESOLVED**: Not to note the quotation. A quotation was also received for the installation of lighting in the toilets in the lower half of the cemetery. It was **RESOLVED**: Not to proceed as the cemetery is only open to the public during the daylight.

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12. PACT

A report was given on the joint meeting of Tonyrefail East and West by County Borough Councillors D. Owen Jones and D. Grehan.

13. STAFFING.**13.1 FLEXIBLE RETIREMENT POLICY**

It was **RESOLVED:** To accept and approve the above policy as presented. It was also **RESOLVED:** That the current Clerk/RFO would take Flexible Retirement at reduced hours of 16 per week and her role would be defined once the appointment of the new Clerk/RFO had been determined. Minutes of the Extraordinary Meeting held on Wednesday 22nd October 2019 refer.

13.2 CLERK/RFO JOB VACANCY

Council noted the date change for interviews. They will now take place on Tuesday 26th November 2019.

The Staffing Committee together with Councillor Linda Michel will undertake the interviews. Should a member of the Staffing Committee be unable to attend Councillor D. Owen Jones and Councillor D. Grehan will attend in their place.

The interview panel will have delegated powers to appoint the new Clerk/RFO.

The date of appointment will be changed from February to 2nd January if at all possible.

14. EVENTS

Recent events were reported on:-

- **FIREWORK EVENT – TUESDAY 5TH NOVEMBER 2019**

As there was only Councillor D. Grehan and the Clerk in attendance they advised that the event had been a complete success and feedback had been very positive.

- **FIREWORK EVENT – CAPEL FARM – FRIDAY 8TH NOVEMBER 2019**

A report was given by Councillors D. Owen Jones and D. Grehan and advised that this event was also a success although the numbers had been down on previous years.

- **AWARDS NIGHT 2019**

It was reported by Council that an excellent evening was enjoyed by all present and once again the feedback had been positive.

14.1 CHRISTMAS 2019

Council had been informed by email that the bid to the National Lottery for this year's funding of the Christmas Event had been unsuccessful owing to insufficient timing of the application for last year and this year. The Clerk advised that the bid for Christmas 2020 will be forwarded in early 2020.

The Clerk advised as much help as possible would be needed on Saturday 30th November for the event. All Councillors present advised that they would be in attendance. In the absence of the Clerk on the day Councillor Austin Davies would manage the event. Councillor D. Owen-Jones confirmed that he would carry out all the relevant health and safety/risk assessments for both the 29th and 30th November.

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The organisation 'Little Inspirations' had asked if they could be present on the day to give our leaflets. It was **RESOLVED**: That they would be welcome to attend.

14.2 SENIOR CITIZEN'S CHRISTMAS DINNER

The Clerk confirmed with Councillors present that they would be attending the dinner.

15. REPORT ONLY FROM COUNTY BOROUGH COUNCILLORS

COUNCILLOR D. OWEN-JONES

Reported on the Hillside Development, and the refusal of a planning application for further development on 'The Meadows' in Coedely.

He reported that the 'Deeds' had been received by The Friends of St. John's for the building.

COUNCILLOR D. GREHAN

Asked if council would consider sponsoring him to attend a 'Japanese Knotweed' treatment course, on behalf of Tonyrefail Environment Group. It was **RESOLVED**: That this would be placed on the agenda for the next monthly meeting.

Reported on the recent blockage of the culvert in Celyn Isaf and that RCTCBC are installing new grids in the culvert to alleviate the problem.

Reported on requests for various street light locations and the certain criteria that have to be met. He advised that he is taking this up with RCTCBC.

Reported on School Governor vacancies at Tref-y-Rhyg School.

16 ALLOTMENTS

16.1 REPORTED FROM COUNCILLORS ON SITE VISIT

- **RETAINING WALL - PENRHIWFER ALLOTMENTS**

Councillors met on site and it was **RESOLVED**: That the plot holder would carry out the repairs to the retaining wall and would accept all responsibility for the building of the same. It was also **RESOLVED**: That the cost for all materials would be provided by this council.

- **ALLOTMENT SPACE - BEING USED AS GARDEN - PENRHIWFER ALLOTMENTS**

It was reported that a decking area had been built where once stood a damaged wall for which permission was granted by this council for the wall to be repaired. The decking area has a wood storage area, fire pit and garden furniture. It was also noted other plot holders were also using allotment space as garden areas with patio furniture etc. One of the adjoining properties had also built an extension. It was **RESOLVED**: That these points will be discussed once the Clerk has established the boundary of the allotment site.

16.2 REQUEST FOR SHED - PENRHIWFER ALLOTMENTS

Council were presented with a letter from a plot holder together with a photograph of the proposed shed to be sited. It was **RESOLVED**: To agree with the siting of the shed.

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17. TO REVIEW: YOUTH REPRESENTATION ON THE COUNCIL.

The Officer from RCTCBC was not in attendance. It was **RESOLVED:** To defer this item.

18. ANNUAL REPORT

It was **RESOLVED:** To accept and approve the Annual Report as circulated. The Clerk advised that she would arrange for the Annual report to be published on the council's website.

19. MEMBERS TRAINING RELATING TO THE COUNCILS STATUTORY DUTIES AS AN EMPLOYER AND TREATMENT OF ITS EMPLOYEES.

The Clerk advised that she had made enquiries with One Voice Wales as to when the next training event for 'The Council as an Employer' will be held and to date has not yet received a reply.

The Clerk informed Council that there is a link of the email she had circulated whereby Councillors could obtain online training. It was **RESOLVED:** That the link would be re-submitted to council.

20. REQUEST FOR REMOVAL OF WAYSIDE SEAT.

A letter politely asking for the removal of the bench on land between 75-77 Collenna Road was addressed. It was **RESOLVED:** That the Clerk will establish ownership of the land.

21. ENVIRONMENT WALES ACT 2016 – COMMUNITY & TOWN COUNCILS DUTY UNDER SECTION 6

The Clerk advised Council that the council will need to prepare and publish a report. It was **RESOLVED:** To defer this item to the next monthly meeting.

22. TO CONSIDER URGENT ITEMS

There were no urgent items to discuss.

23. DATE & VENUE OF NEXT MEETING.

It was **RESOLVED:** Unless there is a matter of urgency there will be no monthly meeting in December owing to the Elections taking place. It was also **RESOLVED:** That the next monthly meeting will take place on the 3rd Thursday in January i.e. 16th January 2020.

The meeting closed at 8.45 p.m.

Signed:

Date: