Prior to the Commencement of the Monthly meeting the Clerk apologised to Council that the incorrect date had been placed on the agenda for the Events Committee meeting which was to be held this evening at 6.00 pm and in view of this error the meeting could not take place. However this item is on tonight's agenda.

Minutes of the **July Meeting** of **Tonyrefail & District Community Council**, held on **Thursday 27th July 2017** at the **The Council Office, Trane Cemetery, Tonyrefail** which commenced **at 6.30 pm.**

Present: Councillors: Messrs: D. Owen Jones, C. Wells, D. Grehan, Austin Davies, Andrew Davies Jones, Mrs. D. Roberts, Mrs. Alexandra Mary Davies Jones and Mrs. L. Michel.

Also in attendance:
Pauline Williams – Clerk
Tammy Claire Caddy – Administrative Assistant
Mr. S. Stevens – Member of the Public

1. APOLOGIES FOR ABSENCE

1.1 APOLOGIES SUBMITTED FOR APPROVAL
No apologies had been submitted.

1.2 APOLOGIES NOT SUBMITTED
No apologies were submitted from Councillors Mrs. K. Godfrey and Mr. G. Powell.

2. TO RECEIVE DISCLOSURES OF PERSONAL INTEREST
No disclosures of interest were declared.

3. CONFIRMATION OF MINUTES
With the following amendment *to minute No. 10.2 of the May Monthly meeting which should have included Councillor D. Grehan raised the issue on the lack of a bus shelter on high street and he was advised that the Community Council had previously discussed this and that a bus shelter would be sited at this location but at this time Mountain View has priority for this financial year* it was **RESOLVED**: To accept and approve the minutes of the Annual Meeting and the May monthly meeting both held on Thursday 18th May 2017 together with the minutes of the Extraordinary meeting which took place on Thursday 22nd June 2017.

4. PUBLIC BREAK
Mr Shawn Stevens was in attendance and apologised to Council for resigning but he had only done so in order that he would be able to allow Mr. S. Kiff the opportunity to represent the council. He further stated that he didn't expect the re-action that took place at the June meeting. Councillor Austin Davies advised that he was sorry that he had resigned and thanked him for his time on the Council; these comments were re-iterated by Councillor Mrs. D. Roberts and the Chairman, Councillor Dan Owen Jones.

Initials...................................... Date ....

Mr. Stevens asked council if they would raise the subject of 'speed restrictions' on Barn hill with RCTCBC to which Councillor Alexandra Davies-Jones advised that she had taken this concern up with RCTCBC and had been advised that owing to the location of the Mobile Speed Camera vehicle (owing to Health & Safety) only 3 speeding activities had taken place and in view of the figures presented the road does not call for a permanent speed camera. She further advised that she has received assurance from RCTCBC that a crossing would be placed by the Co-operative Store in the future and that a Speed Awareness sign is scheduled to be erected. Councillor Davies advised that she would send a copy of the correspondence she had received from RC TCBC by email to Mr. Stevens and the Clerk for their information.

Councillor Davies also reported on a group in Machen in respect of speed awareness in liaison with Go Speed Wales into which the Community Councillor could possibly look to do in the future.

Mr. Stevens advised that the white arrows on the road were in the wrong location and Councillor Davies advised that she had asked RCTCBC for Double White lines and would take this up again.

Councillor Davies advised that she would keep Mr. Stevens and the council up-dated on the above matters.

5. MATTERS ARISING FROM PREVIOUS MINUTES

5.1 NOTICE BOARD - COEDELY

Councillor Wells advised that he had met with a Committee member who was happy to have the notice board sited on the said land but that they in turn would like to either receive a monthly contribution for the up-keep of the grass cutting or help with the grass cutting. This was discussed and it was **RESOLVED:** That Councillor Wells would provide the Management Committee with a Grant Application form to apply for a grant from the Community Council and if they were successful for grant aid if they would be in agreement for the notice board to remain without any conditions.

5.2 50+ TAFF ELY FORUM

The Clerk advised that she had spoken to this organisation and had been advised that this is an organisation for any member of the public to attend and not as Councillors and in view of this it was **RESOLVED:** That this item would be taken off the Annual Meeting agenda for the future. It was further **RESOLVED**: That Councillor L. Michel would attend the meetings but as a member of the public.

6. CORRESPONDENCE

6.1 Y PANT – DUKE OF EDINBURGH'S AWARD – FINANCIAL ASSISTANCE REQUEST

As the school is outside of our Community Council area it was RESOLVED: To note their email request dated 14th May 2017.

6.2 SEAFARERS UK – FLY THE RED ENSIGN FOR MERCHANT NAVY DAY

It was **RESOLVED**: To note their letter dated 26th May 2017

Initials...................................... Date ....

6.3 RCTCBC COMMUNITY COUNCIL REPRESENTATION ON THE STANDARDS COMMITTEE

It was **RESOLVED**: That Councillor Austin Davies would apply for the position.

6.4 RCTCBC – ON LINE CONSULTATION ON THE DRAFT INGEGRATGED NETWORK MAP (INM)

It was **RESOLVED:** To note the information in the email received from RCTCBC dated 30th June 2017.

6.5 WELSH GOVERNMENT – APPOINTMENT OF AN INDEPENDENT MEMBER TO A NHS WALES BOARD

It was **RESOLVED**: To note the contents of their letter.

6.6 WELSH GOVERNMENT – WORKSHOP FOR LOCAL GOVERNMENT REPRESENTATIVES ON HIGHER ACTIVITY RADIOACTIVE WASTE MANAGEMENT AND DISPOSAL

It was **RESOLVED**: To note the content of their letter dated 14th June 2017.

6.7 ONE VOICE WALES – MEMBER OF ONE VOICE WALES

A discussion took place and it was **RESOLVED:** To decline the offer of membership.

6.8 ONE VOICE WALES – GREAT PLACE SCHEME IN WALES

It was **RESOLVED**: To note the information in the email dated 20th June 2017

6.9 ONE VOICE WALES – SUSTAINABLE MANAGEMENT SCHEME

It was **RESOLVED**: To note the information in the email dated 22nd June 2017

6.10 ONE VOICE WALES – CONSULTATION ON THE WELSH REVENUE AUTHORITY HAVING ACCESS TO CRIMINAL POWERS – (ENDING ON 2ND OCTOBER 2017).

A discussion took place on the email received dated 17th July and it was **RESOLVED**: That should individual Councillors wish to submit their views they would forward them to the Clerk in order that a reply could be sent from the Community Council as a whole.

6.11 ONE VOICE WALES – CONSULTATION – REVISED SCHOOL ORGANISATION CODE

It was reported that Schools throughout Wales would have the same school holidays. It was **RESOLVED:** To note the information in the email dated 11th July 2017.

7. PLANNING

There were no observations nor objections raised Agenda item No.'s 7.1 – 7.7 and 7.10

However the following comments were made in respect of:

Agenda No. 7.8 whereby it was **RESOLVED**: That a letter of no objection is to be sent to RCTCBC on behalf of the Council.

Agenda No. 7.9 – Councillor Alexandra Davies-Jones thanked Mr. Shawn Stevens in raising concern of the appearance of shipping containers and the business operating in Tyn-y-Bryn to which the Community Council had previously raised concern.

Councillor Davies-Jones advised that the planning application had been withdrawn by the original company and that a new company were operating from the site without planning permission and she had been advised by RCTCBC that they will be applying for retrospective planning permission.

Councillor Davies-Jones advised that Welsh Water had previously objected to the initial planning application as the Mains Sewer is running through the land and that Welsh Water would again object to the retrospective application.

It was **RESOLVED:** That this concern will be raised further when the retrospective planning application is received.

The following additional planning application was discussed to which no observation nor objection was raised.

Application No:	17/0778/10
Proposal:	Demolition of existing conservatory and rebuild single storey extension
Location:	50 Hafod Wen, Tonyrefail

8. FOOTPATHS:

8.1 FOOTPATH REPORT - JUNE

It was **RESOLVED**: To note the footpath report as presented for June

8.2 FOOTHPATH REPORT – JULY

It was **RESOLVED:** To note the footpath report as presented for July.

9. FINANCE:

9.1 ACCOUNTS PAID MAY 2017

It was **RESOLVED:** To accept and approve the accounts paid for May 2017 as presented.

9.2 ACCOUNTS PAID JUNE 2017

It was **RESOLVED**: To accept and approve the accounts paid for June 2017 as presented.

9.3 ACCOUNTS FOR PAYMENTS JULY AND AUGUST 2017

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

9.4 ANNUAL RETURN AS AT 31ST MARCH 2017

A copy of the amended Annual Return as presented to the Internal Auditor was presented to each Councillor and the Clerk reported on the bank error whereby a cheque had been cashed and credited twice but had been initially accounted for incorrectly. It was **RESOLVED**: To accept and approve the Annual return.

9.5 INTERAL AUDITORS REPORT FOR 2016/17

The internal Auditors report was discussed and the issue of Banking over £85K. It was **RESOLVED**: That the Clerk would look into the current banking system as a whole and report back to Council in due course.

In view of the comments made in respect of the new office accommodation expenditure Tenders were not sought as the Chairman had verbally sought prices for new portable accommodation which were in excess of £40,000 for basic cabins plus the expenditure for the internal layout etc which was required to which the cost would have been out of the question. As no other company provided and refurbished 2nd hand units and in view of this Cotacabin was selected as the best option for providing new office accommodation at a more affordable cost to the council.

It was **RESOLVED**: That the Internal Auditors report is accepted and approved.

9.6 QUARTERLY ACCOUNTS APRIL 2017 – JUNE 2017

i). STATEMENT OF ACCOUNTS

It was **RESOLVED**: To accept and approve the Statement of Accounts as at 30th June 2017 as presented to each Councillor.

ii). BUDGET 2017/2018

It was **RESOLVED:** To accept and approve the Budget as at 30th June 2017 as presented to each Councillor.

10. MEMBERS AND CLERKS REPORTS

10.1 CLERKS REPORT

The Clerk advised that the ''Grants' meeting would take place prior to the September 2017 Monthly meeting and that the application forms were now available.

The Clerk advised that the website had not been up-dated for some time and Mr. S. Kiff was finding it difficult with work commitments and a family illness in up-dating the website. It was **RESOLVED:** That the Clerk and Admin Assistant attend a training course in order manage the Council's website in house. It was also **RESOLVED:** That a Web developer would be contacted in view of a new website page.

The Clerk also asked that photographs are taken of Councillors at the September meeting or if Councillors prefers that they could forward a photograph to the Clerk for the website.

The Clerk also advised that as Mr. Shawn Stevens had resigned his position as Councillor that the councils Face Book page was not being up-dated either. It was **RESOLVED**: That Councillor D. Wells would undertake the management of the councils Face book.

The Clerk advised that the staff having been using their own tools such as drills, screwdrivers, grinders etc. The Clerk advised that this would not acceptable. The total for the tools required at this time is in excess of £500. It was **RESOLVED**: That these items are purchased.

10.2 MEMBERS REPORT

Councillor Roberts reported on the 'atrocious' condition of the path from the Public car park and picnic area in the Smaelog forestry. The Clerk advised that she would report this to the relevant organisation.

Councillor Alexandra Davies Jones reported on issues associated with the new development of Tonyrefail School in respect of parking, dust and noise. She advised that a public meeting is to be held in liaison with Morgan Sindell and RCTCBC which will address these concerns.

Councillor Davies Jones also reported on the recent flooding at Rhondda Bowl owing to a block culvert, that 'Gangers' lane had been cut back by volunteers and that the children's park in Pembroke Street is to be up-graded and will be going out to public consultation for the type of equipment to be installed.

Councillor Andrew Davies Jones advised that he was getting more involved with ACE (Action for the Community in Edmondstown, and reported on the continual problem with parking issues associated with Williamstown School to which Councillors Alexandra Davies Jones and Dan Owen Jones advised that they are both LEA School Governors, and they will be taking this matter up with the school.

Councillor D. Grehan advised that he is now a LEA School Governor for Tre-y-Rhyg School also.

It was also reported that as Councillor Shawn Stevens had resigned that there was now a vacancy for a Minor Authority Governor for Cwm Lai School.

Councillor L. Michel reported on problems associated with Parklands Surgery whereby she had rung 279 times for an appointment to which the council advised her that this was an ongoing problem to which the Community Council had previously written letters to Cwm Taff Health Board (no replies) to our MP and AM. Councillor Austin Davies advised that this was an agenda item for our AM Mick Antoniw to speak with the trust again. It was also reported that the surgery are looking to re-new their system in 6 months time.

Councillor D. Grehan advised that he is taking up the issue of traffic problems associated with Pretoria Road and High Street with RCTCBC.

Councillor Grehan raised concern with the re-location of the Welsh school to Martins Crescent and the bus situation. Councillor Alexandra Davies Jones had advised that she had taken this problem up with RCTCBC last year and would pass the response she received from RCTCBC to Councillor Grehan.

The Chairman advised that scaffolding is being erected at Capel y Ton in order to check whether or not the building is structurally safe as the owners are looking to convert the building into 2 apartments. He also advised that the overgrowth in the burial ground adjacent to the building had been cut back.

The Chairman also advised that the green area at St. John's Road has now been cut back by RCTCBC.

The Chairman advised that there is to be a public meeting with RCTCBC in respect of £60k allocated for Coedely Park.

The Chairman also reported on problems associated with illegal tipping and that the nearest landfill site is in Aberdare.

The Chairman advised that the river in Coedely had been contaminated and that RCTCBC and NRW Officers are involved and that a meeting is scheduled with the Rivers Authority for the 28th July.

It was also reported that top soil and household waste had been tipped on private land opposite Tref-y-Rhug School which borders onto SSI land.

Concern was also raised in respect of 'dumping' of waste at the 'Battlefield' site in Tonyrefail and the infill of a pond, and it was advised that 2 Officers from RCTCBC will be visiting the site week commencing 31st July 2017.

11. TRANE CEMETERY

Nothing to report this month

12. MONTHLY REPORT FROM THE PACT MEETING

Councillors Alexandra Davies Jones and Andrew Davies Jones attended the Tonyrefail West PACT meeting in which the speeding of vehicles from Tonyrefail to Penrhiwfer was discussed together with ongoing issues associated with the Waterton hotel and car vandalism in the area.

Councillor Alexandra Davies-Jones advised that she will be holding a 'surgery' with the PCSO's which will be held on a Saturday morning in the Co-operative store on Penrhiwfer Road in September.

Councillor D. Grehan attended the Tonyrefail East PACT meeting which he advised was very interesting meeting. He also reported on the problem of 'mud' coming down from St. George's to High Street.

13. PROJECTS:

13.1 EWARD 2nd PLAQUE – PANTYBRAD

Councillor G. Powell had forwarded the information to the Clerk. It was **RESOLVED:** That the Chairman and Councillor Andrew Davies-Jones would visit Pant-y-Brad to establish a location for the plaque to be re-sited and will report back to council.

14 NEW OFFICE ACCOMMODATION

14.1 AIR CONDITIONING UNIT

It was **RESOLVED**: That the Clerk has plenary powers to purchase an Air Conditioning unit up to the sum of £1000.

14.2 COMPLETION OF FIRE ESCAPE

It was **RESOLVED:** To proceed with the quotation from Groundworks Bridgend at a cost of £1400 plus vat.

15. STAFFING ISSUES

15.1 CASUAL EMPLOYEE

A discussion took place and it was **RESOLVED**: That the Clerk would contact the person interviewed previously who was 2nd in line for the position to see if he would be interested in taking on the position on a permanent basis subject to 6 months probation. It was further **RESOLVED** That the Clerk is given plenary powers as to the starting date etc.

15.2 ADMINISTRATIVE ASSISTANT

The Clerk asked council if they would consider a 1 off payment or 1 week's holiday to her as appreciation for the work she had carried out during the last 5 weeks whilst the Clerk was on sick leave. It was **RESOLVED**: To accept the recommendations of the Clerk and that the Administrative Assistant is offered either 1 weeks pay or 1 week's holiday.

16. EVENTS:

16.1 CHRISTMAS EVENT IN LEISURE CENTRE - 9TH DECEMBER 2017

As there will be less space in the Leisure centre this year, a discussion took place and it was **RESOLVED**: That the Chairman, Councillor Andrew Davies Jones together with the Clerk and Administrative Assistant would visit the leisure centre to establish the layout of the Christmas event.

It was **RESOLVED**: That Reindeers would be hired at a cost of approximately £1000.00. Councillor Austin Davies would arrange the Brass Band, the Sweet and Drinks Stall and the Hog Roast, Sausages, Burgers (plus Vegetarian option). Councillor Andrew Davies to ask Sub Zero if they would be interested in attending. Clerk to arrange Children's Entertainment i.e.: Face Painting, Children's Entertainer, and Crafts etc. together with a Photo booth.

The Clerk to ascertain whether or not Santa would be able to arrive by Sleigh.

Santa gift to be decided at a later date.

The Clerk is to look into whether or not the Grotto's could be located downstairs.

16.2 SENIOR CITIZEN'S CHRISTMAS DINNER – 6TH DECEMBER 2017

The Clerk advised that the Tonyrefail Workingmen's Club together with the Catering and Artist had been booked and confirmed by Mr. M. Buck.

It was **RESOLVED:** That the ticket price would be £5 with £3 refunded on the night but only to those in attendance.

Councillor Alexandra Davies Jones advised that she would arrange the prizes for the evening.

17. THE WELL BEING OF FUTURE GENERATIONS (WALES) ACT

The Clerk advised that members need to get onboard with this and it was **RESOLVED**: That a Working Party would be set up and would comprise of Councillors: Alexandra Davies-Jones, Linda Michel, Cameron Wells, Austin Davies and Dan Owen Jones.

It was **RESOLVED**: That the 1st meeting would take place on Thursday 24th August 2017 at 6.00 pm at The Council Office, Trane cemetery, Tonyrefail.

18. COMMUNITY YOUTH REPRESENTATION ON THE COMMUNITY COUNCIL

Councillor Alexandra Davies Jones advised that Tonyrefail School has a 'Youth Parliament' who raises issues in Tonyrefail. It was **RESOLVED**: That representatives from the Youth Parliament together with a Youth Representative between the age of 16 – 25 would attend the next meeting of the Community Council together with the Deputy Headmaster.

Councillor Alexandra Davies Jones would provide the Clerk with contact details in order that an Agenda could be sent.

19. DIGITAL BURIAL ADMIN SYSTEM AND MAPPING SYSTEM

It was **RESOLVED:** That the Clerk would arrange for a representative from Pear Technology to meet with Councillors: Austin Davies, Deidre Roberts, Dan Owen Jones together with the Clerk and Administrative Assistant for an afternoon meeting.

20. ALLOTMENTS

20.1 ANNUAL SITE VISIT

It was RESOLVED: That the Allotment Committee would meet on the following dates:

10TH AUGUST 2017	The Avenue Allotments at 6.00 pm. Llantrisant Road Allotments at 6.45 pm Penrhiwfer Allotments at 7.45 pm
16TH AUGUST 2017	Prichard Street Allotments at 6.00 pm Tylcha Wen at 6.45 pm.

20.2 ALLOTMENT COMPETITION 2017

The Clerk advised that the person who usually judges the allotment plots is unable to do so this year and that it had been difficult to find another judge so soon. However she did have a person who would undertake the judging on the understanding that 3 plots would need to be chosen on each allotment site by the council in order for the judge to choose the winner of each allotment site. It was **RESOLVED:** Not to proceed with the allotment competition this year.

21 NOTICE BOARD

It was **RESOLVED:** That the notice board on Tonyrefail Square is replaced and that the additional money would be taken from the contingency fund in the budget.

22. WAYSIDE SEATS

As a request from Councillor Grehan to re-locate one of the seats on Collenna Road it was **RESOLVED**: That an additional seat would be sited at the requested location.

23. POLICY AND FINANCE COMMITTEE

It was **RESOLVED**: To defer this to the September 2017 meeting.

24. INTERNAL AUDITOR FOR 2017/18

The Clerk advised she had received no reply from Mr. Walton. It was **RESOLVED**: That the Clerk makes enquiries with Gilfach Goch Community Council.

25. CASUAL VACANCY – COLLENNA WARD

The Clerk advised that a Notice had been received from RCTCBC and was displayed on the 19th July for 14 days. In the event of no Election being called notices for Co-option will then need to be displayed.

26. BUS SHELTERS/BUS STOPS

It was **RESOLVED**: To note the information received from RCTCBC in respect of the funding from the Welsh Government which will lead to new bus shelters replacing some old types. It was further **RESOLVED**: That the bus shelter in Capel Farm would be re-sited at Mountain View subject to permission from RCTCBC.

27. TENTH DAY FOR A COED-ELY CLUB COMMUNITY EVENT

At the request of Councillor C. Wells this item was placed on the agenda and it was **RESOLVED:** That they would need to seek advice from RCTCBC Licensing department.

28. PENRHYS PILGRAMAGE WORKING PARTY

The Clerk advised of the Working Party set up and the planned walk which will take in footpaths in our Community Council area. It was **RESOLVED**: That Councillor Linda Michel would be interested in joining the group.

29. URGENT ITEMS CONSIDERED AT THE MEETING AFTER APPROVAL BY THE CHAIRMAN

(1). WELSH GOVERNMENT – TO REVIEW AND UP-DATE ORIGINAL SUBMISSION IN RESPECT OF THE ROLE OF TOWN AND COMMUNITY COUNCILS MEETING.

It was **RESOLVED:** That Councillors Dan Owen Jones and Deidre Roberts would attend the meeting on the 20th September at 10.00 am in the National Assembly for Wales, Dining Room 3

(2). MINOR AUTHORITY VACANCY – WILLIAMSTOWN SCHOOL

As Councillor Dan Owen Jones is now a LEA Governor at the School it was **RESOLVED:** That Councillor Andrew Davies Jones would represent the Community Council as the Minor Authority Governor.

(3). MINOR AUTHORITY VACANCY – CWM LAI SCHOOL – AS PER MINUTE 10.2 ABOVE

It was **RESOLVED:** That Councillor C. Wells would represent the Community Council as the Minor Authority Governor at Cwm Lai School.

30. DATE AND VENUE OF NEXT MEETING

It was **RESOLVED:** That the Grants Meeting will take place on Thursday 14th September 2016 at 6.00 prior to the Monthly Meeting on the same date at 6.30 pm.

Standing Orders were suspended during the meeting and the meeting finished at 9.10 pm.

Signed: .... Date...