

MINUTES of the MONTHLY MEETING of TONYREFAIL AND DISTRICT COMMUNITY COUNCIL held on THURSDAY 13th October 2016 at the COMMUNITY HALL, PRICHARD STREET, TONYREFAIL which commenced at 6.30 pm.

PRESENT: Councillors: Messrs. D. Owen-Jones (Chairman), S. Kiff, S. Stevens, Austin Davies, G. Evans, G. Powell, Mrs. D. Roberts and Mrs. K. Godfrey

In attendance: Mrs. Pauline Williams – Clerk

1. APOLOGIES FOR ABSENCE

1.1 APOLOGIES SUBMITTED FOR APPROVAL

It was **RESOLVED:** To accept and approve the apologies submitted by Councillors: Alexandra Mary Davies Jones (Holidays), Neil Harding (Childcare) and Andrew Davies Jones (Holidays).

1.2 APOLOGIES NOT SUBMITTED

Having received the apologies above there were no further apologies to submit.

2. DISCLOSURES OF INTEREST

There were no disclosures of interest declared.

3. CONFIRMATION OF MINUTES

It was **RESOLVED:** To accept and approve the minutes of the Grants meeting and the Monthly meeting which were both held on Thursday 8th September together with the minutes of the Staffing meeting held on Thursday 15th September and the minutes of the Remembrance Committee meeting held on Tuesday 12th October as a correct record

4. PUBLIC BREAK

There were no member of the public present but the council welcomed Sgt. Karen Hallett and PCSO Hayley Vbranch to the meeting. A report was given by the Police and the question of whether or not the PACT meetings for Tonyrefail East and Tonyrefail West could be combined. The Council thanked the Police for attending.

5. MATTERS ARISING FROM PREVIOUS MINUTES (If Any)

5.1 PATHWAY BETWEEN HIGH STREET AND PARKLANDS CRESCENT

The Clerk advised council that as the pathway has not been adopted by RCTCBC it cannot be blocked off as it is a 'Linked adopted highway' (High Street to Parklands Crescent) and as it has been used for over 20 years it comes under 'Prescriptive Rights' (meaning it has been established as a public highway. It was **RESOLVED:** To note the information.

6. CORRESPONDENCE

6.1 WELSH ASSY GOVERNMENT – LAND TRANSATION TAX AND ANTI-AVOIDANCE OF DEVOLVED TAXES (WALES) BILL

It was **RESOLVED:** To note their email dated 29th September 2016.

Initials.....

Date.....

6.2 CROSS ROADS CARE

It was **RESOLVED:** To note their letter which was received on the 6th October.

6.3 UP-DATE ON LOCAL GOVERNMENT REFORM

It was **RESOLVED:** To note the content of an email from One Voice Wales dated 5th October 2016.

6.4 UNDERSTANDING OUR COMMUNITIES STAKEHOLDER WORKSHOP

It was **RESOLVED:** To note the email from RCTCBC dated 5th October inviting the council to attend a workshop.

6.5 2018 REVIEW OF PARLIAMENTARY CONSTITUENCES IN WALES – INITIAL PROPOSALS

It was **RESOLVED:** That the Clerk writes to the Boundary commission expressing the councils concerns in respect of the review.

7. PLANNING**i). PLANNING APPLICATIONS 7.1 – 7.7**

It was **RESOLVED:** That neither objections nor observations would be made in respect of the planning applications placed on this month's agenda.

ii). PLANNING AID WALES – PLANNING4COMMUNITIES – SEPTEMBER 2016 DEVELOPMENTS OF NATIONAL SIGNIFICANCE

It was **RESOLVED:** To note the information.

iii). PLANNING AID WALES – GENERAL INTRODUCTION TO PLANNING TRAINING – MERTHYR TYFIL

It was **RESOLVED:** To note the information

8. FOOTPATHS**8.1 FOOTPATH REPORT FOR OCTOBER 2016.**

It was **RESOLVED:** To approve and accept the Footpath report as presented

The Clerk reported to council work on Footpath No. 63 – Penrhiwfer will commence on 26th October 2016.

The Clerk also reported that a new bridge has been erected on Footpath No. 63 at Cilely.

9. FINANCE**9.1 ACCOUNTS PAID SEPTEMBER 2016**

It was **RESOLVED:** To approve and accept the Accounts paid for September 2016 as presented.

9.2 ACCOUNTS FOR PAYMENT OCTOBER 2016

It was **RESOLVED:** To approve and accept the Accounts Payable for October 2016 as presented. The cheques were signed by Councillors S. Kiff and S. Stevens.

Initials.....

Date.....

9.3 QUARTERLY ACCOUNTS**i). MONTHLY STATEMENT**

It was **RESOLVED:** accept and approve the Monthly statement as at 30th September 2016 as presented.

ii). BUDGET 2016/17

Council reviewed the budget and it was **RESOLVED:** That a sum of £17,000 is moved from the Cemetery Expansion and added to the Office Accommodation figure. With this amendment it was **RESOLVED:** To accept and approve the revised budget figures.

10. MEMBERS AND CLERKS REPORT**10.1 CLERKS REPORT**

There was no report from the Clerk.

10.2 MEMBERS REPORTS

The Clerk was asked to write to the residents in Pantybrad to ask for suggestions as to where the 'Black Prince' plaque can be reinstated.

Once again a request was made for a bus shelter to be situated opposite St. David's Church on High Street in Tonyrefail. The Clerk was asked to contact RCTCBC to ascertain whether or not a cantilever type bus shelter could be placed at this site.

It was reported that a tree is growing out from the wall opposite the junction of Waunrhydd Road and Penrhiwfer Road. The Clerk was asked to report this concern to RCTCBC.

11. MONTHLY REPORT FROM THE PACT MEETING

See Minute No. 4 above.

12. TRANE CEMETERY

No issues to report this month.

13. ALLOTMENTS**13.1 TO APPROVE AND ACCEPT THE DRAFT TENANCY AGREEMENT AS AMENDED**

The amended Tenancy Agreement was submitted to council and it was **RESOLVED:** To accept and approve the Tenancy Agreement, copies of which will be circulated to each allotment site.

13.3 TO RECEIVE VERBAL REPORT FROM THOSE COUNCILLORS WHO ATTENDED A RECENT SITE MEETING AT THE AVENUE ALLOTMENTS.

As the meeting was not quorate a verbal report was given. It was reported that there is still a lot of work to be carried out and that Councillors present were advised by Mr. Dorster that when Council carries out a further inspection in 2017 that they will see a lot of improvement. It was **RESOLVED:** That a further site meeting will be held in March 2017.

Initials.....

Date.....

Mr. Dorster was asked whether or not a Constitution had been drawn up to which he replied to 'leave it with him'.

A request was made for 1 tree to be taken down inside of the allotment. It was **RESOLVED:** To accept the request.

14 HEALTH & SAFETY REQUIREMENTS

It was **RESOLVED:** That the Chairman Councillor D. Owen Jones would complete the necessary risk assessments etc in relation to the groundwork, fencing, gates and the siting of the new office accommodation in Trane cemetery.

15 PROJECTS

It was mentioned that perhaps a 'Pillar' to house the Black Prince plaque could be considered as a project.

16 PUBLICITY

Nothing to report

17. STAFFING

The confidential minutes of the Staffing committee were discussed and with the following amendment that in addition to Mr. K.O being promoted to Cemetery Supervisor that Mr. P.C will be promoted to Charge Hand with an increase of 2 salary scale points. It was **RESOLVED:** To accept the amendment and minutes of the Staffing meeting held on Thursday 15th September 2016.

18. BUS STOPS/SHELTERS

The Clerk advised that new panels had been placed in the bus shelter in Coedely and that the missing bar at the base of the shelter will be replaced shortly.

18.1 PROPOSED LOCATION FOR THE SITING OF A BUS SHELTER IN THE TYN-Y-BRYN WARD

It was **RESOLVED:** That a future consideration for a bus shelter in Tyn-y-Bryn would be opposite the Park entrance on Tyn-y-Bryn Road.

19.2 PROPOSED LOCATION FOR THE SITING OF A BUS SHELTER IN PENRHIWFER

RCTCBC had suggested that a suitable location would be between the Blue fence and Gill's Skip Hire on Penrhiwfer Road and recommends that a narrow cantilever with the screen to the rear of the bus shelter against the wall. It was **RESOLVED:** That the Clerk obtains permission from Gills Skips for the siting of a bus shelter at this location in the future.

19. CHRISTMAS 2016

To be discussed at the Events Committee meeting to be held at 8.00 pm this evening.

20. TO CONSIDER LATE APPLICATIONS FOR FINANCIAL GRANTS

20.1 TONYREFAIL LADIES CHOIR

It was **RESOLVED:** That under S137 of the Local Government Act 1972 that a financial grant of £200 is awarded to this organisation.

Initials.....

Date.....

20.2 TONYREFAIL ABC

It was **RESOLVED:** That under S137 of the Local Government Act 1972 that a financial grant of £200 is awarded to this organisation.

21 THE VOICE OF COMMUNITY AND TOWN COUNCILS IN WALES DEFERRED FROM SEPTEMBER 2016 MEETING.

It Was **RESOLVED:** That the Clerk would write to the Head teacher of the following schools: Y Pant, YGG Llanharry, YGG Cymmer and Tonyrefail School inviting the Head Pupils from each school who would like be part of a proposed Youth Council.

22. CONCLUSION OF AUDIT**22.1 TO ACCEPT AND APPROVE THE ANNUAL RETURN FOR 2015/16 FOLLOWING THE AUDIT BY B.D.O.**

A copy of the completed Annual Return, the report from BDO together with a copy of the Notice of Conclusion of Audit dated 26th September 2016 was presented to each Councillor. It was **RESOLVED:** To approve and accept the same.

22.2 TO DISCUSS THE MINOR ISSUES ARISING FROM THE REPORT FROM BDO

The Clerk advised that this was in fact not grant money but Community Infrastructure **Levy** for which box 2 states 'Total amount of income received/receivable from local taxation (precept) or **levy**/contribution from principal bodies'.

Whilst Council were happy with the report they felt that the description of Box 2 clarifies that the placing of the CIL money was correct and asked that the Clerk writes to BDO advising the same.

22.3 TO NOTE THE CONCLUSION OF AUDIT NOTICE

As per minute No. 22.1 each Councillor was presented with a copy of the notice which was displayed on the 26th September 2016.

23 REMEMBRANCE DAY

It was **RESOLVED:** That the Remembrance Day Committee is given delegated powers for the arrangements of the Parade and Remembrance Service at the War Memorial in Trane cemetery.

24. NOTEABLE PEOPLE IN OUR COMMUNITY

It was reported that a plaque is to be placed on the side of Edmunds retailers in Tonyrefail in memory of the late Mr. Wayne Banfield. Edmunds retailers had asked for information in respect of the plaque and it was **RESOLVED:** That the Clerk would liaise with Howard from Edmunds.

25. NEW OFFICE ACCOMMODATION**25.1 PROGRESS UP-DATE**

An up-date was received from the Chairman and Clerk. It was **RESOLVED:** To accept and approve the quote from B.T for a new telephone system.

Initials.....

Date.....

25.2 ALARM SYSTEM

It was **RESOLVED:** To accept and approve the alarm quotation from Emex Fire & Security and to cancel the contract with Chubb Fire Security and G4S once the new system is in place.

26. ST. JOHN'S CHURCHYARD

Council considered the email from the Church in Wales dated 5th October 2016 but it was **RESOLVED:** To decline the offer from the Church in Wales.

27. COMMUNITY INFRASTRUCTURE LEVY

It was **RESOLVED:** To note the Regulation 123 reasons for changes and the proposed update of Regulations 123 list.

28. INDEPENDENT REMUNERATION PANEL

It was **RESOLVED:** To note Section 13 which specifically relates to Community and Town Councils referred to in the Draft Annual Report for 2017/18.

29. TO CONSIDER URGENT ITEMS

There were no urgent items requiring attention.

30 DATE AND VENUE OF NEXT MEETING.

It was **RESOLVED:** That the November Monthly meeting will take place on Thursday 17th November 2016 at 6.30 pm at a venue to be confirmed.

The meeting closed at 8.20 pm.

Signed:

Date: