

**MINUTES** of the **MONTHLY MEETING** of **TONYREFAIL AND DISTRICT COMMUNITY COUNCIL** held on **THURSDAY 8<sup>th</sup> September 2016** at the **COMMUNITY HALL, PRICHARD STREET, TONYREFAIL** which commenced at **6.30 pm**.

**PRESENT:** Councillors: Messrs. D. Owen-Jones (Chairman), S. Kiff, (Arrived at the meeting at 6.14 pm). S. Stevens, Austin Davies, G. Evans and Mrs. D. Roberts.

**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 (Personal), Neil Harding (Childcare), and Andrew Davies (Physiotherapy).

Late apologies were received from Councillors G. Powell (Childcare) and Mrs. K. Godfrey (Work Commitment).

## **2. DISCLOSURES OF INTEREST**

No disclosures of personal interest were declared.

## **3. CONFIRMATION OF MINUTES**

It was **RESOLVED:** To accept and approve the minutes of the July Monthly meeting held on Thursday 7<sup>th</sup> July 2016 were confirmed as a correct record.

## **4. PUBLIC BREAK**

There were no members of the public present.

## **5. MATTERS ARISING FROM PREVIOUS MINUTES (If Any)**

There were no matters arising from previous minutes.

## **6. CORRESPONDENCE**

### **6.1 REQUEST FOR ROAD MARKINGS AND SPEED SIGNS – MEYLER STREET.**

Council noted the request and it was **RESOLVED:** That the Clerk forwards the letter to RCTCBC and to ask for clear road identification markings

### **6.2 NATIONAL LIBRARY OF WALES**

It was **RESOLVED:** To accept the offer of having the Community Council's website archived.

### **6.3 RCTCBC – INSTALLATION OF A NEW STREET NAME PLATE – HEOL ISAF, COEDEL**

It was **RESOLVED:** To note the letter from RCTCBC dated 8<sup>th</sup> July advising that an order has been issued for the installation of a new street name place.

### **6.4 AVANT CYMRU**

In respect of their email dated 14<sup>th</sup> July it was **RESOLVED:** That as the painting of the 4 bus shelters had provided excellent feedback that the Clerk writes to Avant to ascertain whether or not they would like to paint the balance of the 'Steel' only bus shelters in the community.

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It was also **RESOLVED:** That the Community Council would cover the cost of a small plaque on each of the shelters that have already been 'art worked'.

**6.5 RCTCBC – MINOR AUTHORITY VACANCY – TONYREFAIL PRIMARY SCHOOL**

It was **RESOLVED:** That Councillor Austin Davies would represent the Community Council as a Minor Authority Governor at Tonyrefail Primary School.

**6.6 PLANNING AID WALES – PLANNING4COMMUNITIES**

It was **RESOLVED:** To note their email dated 29<sup>th</sup> July in respect of Place Plans – from concept to reality training on 20<sup>th</sup> September 2016.

**6.7 PLANNING AID WALES – COMMUNITY ENGAGEMENT NETWORK EVENT**

It was **RESOLVED:** To note their email dated 18<sup>th</sup> August 2016.

**6.8 PLANNING AID WALES – GENERAL INTRODUCTION TO PLANNING TRAINING**

It was **RESOLVED:** To note their email dated 19<sup>th</sup> August 2016.

**6.9 ONE VOICE WALES – COLLECTION AND MANAGEMENT OF DEVOLVED TAXES**

It was **RESOLVED:** To note their email dated 1<sup>st</sup> July 2016.

**6.10 ONE VOICE WALES – REVISED CODE OF PRACTICE ON WORKING MATTERS – THE TWO TIER CODE ANNUAL MONITORING EXPENSES.**

It was **RESOLVED:** To note their email dated 1<sup>st</sup> July 2016

**6.11 ONE VOICE WALES – FLY A FLAG FOR THE COMMONWEALTH**

It was **RESOLVED:** To note their email dated 7<sup>th</sup> July 2016

**6.12 ONE VOICE WALES – APPOINTMENT OF VICE CHAIRS AND INDEPENDENT MEMBERS TO NHS WALES**

It was **RESOLVED:** To note their email dated 7<sup>th</sup> July 2016.

**6.13 ONE VOICE WALES – PUBLIC SERVICES STAFF COMMISSION ANNUAL REPORT**

It was **RESOLVED:** To note their email dated 27<sup>th</sup> June 2016.

**6.14 ONE VOICE WALES – MARK DRAKEFORD SETS OUT HIS PLANS FOR WELSH TAX POWERS**

It was **RESOLVED:** To note their email dated 7<sup>th</sup> July 2016.

**6.15 ONE VOICE WALES – CONSULTATION ON DRAFT TECHNICAL ADVICE NOTE 24 – THE HISTORIC ENVIRONMENT**

It was **RESOLVED:** To note their email dated 12<sup>th</sup> July 2016.

**6.16 ONE VOICE WALES – HIGH RATES OF TAX ON PURCHASE OF SECOND HOMES – HAVE YOUR SAY.**

It was **RESOLVED:** To note their email dated 14<sup>th</sup> July 2016.

**6.17 ONE VOICE WALES- ONE VOICE WALES CONFERENCE SATURDAY 1<sup>ST</sup> OCTOBER**

It was **RESOLVED:** To note their email dated 18<sup>th</sup> July 2016.

**6.18 ONE VOICE WALES – RECRUITMENT OF ADDITIONAL TRAINING ASSOCIATES**

It was **RESOLVED:** To note their email dated 28<sup>th</sup> July 2016.

**6.19 ONE VOICE WALES – THE VOICE OF COMMUNITY AND TOWN COUNCILS IN WALES**

It was **RESOLVED:** To defer this item to the October 2016 meeting.

**6.20 ONE VOICE WALES – FLOOD AND COASTAL EROSION COMMITTEE CONSULTATION**

It was **RESOLVED:** To note their email dated 22<sup>nd</sup> August 2016.

**6.21 ONE VOICE WALES QUESTIONNAIRE – PLANNING POLICY WALES**

It was **RESOLVED:** That Councillor S. Kiff would complete the questionnaire on behalf of the Community Council.

**6.22 ONE VOICE WALES – NATURAL RESOURCES BULLETIN – ISSUE 8 – AUGUST 2016**

It was **RESOLVED:** To note the email 1<sup>st</sup> September 2016.

**6.23 ONE VOICE WALES – NEW TRAINING SCHEDULE – SEPTEMBER TO DECEMBER**

It was **RESOLVED:** To note their email dated 30<sup>th</sup> August 2016.

**7. PLANNING**

Council discussed Planning Application No. 16/0775/10 and it was **RESOLVED:** That the Clerk and the Chairman will arrange an informal meeting with an Officer from RCTCBC to discuss the councils concerns in respect of the cricket pitch.

A further Planning Application had been received between the circulation of the agenda and the date of this meeting:-

|                   |                                                             |
|-------------------|-------------------------------------------------------------|
| Application No.   | 16/0924/10                                                  |
| Application Type: | Demolish existing garages, replace with new ion 150mm block |
| Location:         | Land behind Tylchawen Terrace, Tonyrefail.                  |

It was **RESOLVED:** That neither observations nor objections were raised in respect of the additional planning application or those placed on this month's agenda with the exception of 16/0775/10 above.

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

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

**9. ACCOUNTS****9.1 ACCOUNTS PAID JULY 2016**

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

**9.2 ACCOUNTS PAID AUGUST 2016**

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

**9.3 ACCOUNTS FOR PAYMENT SEPTEMBER 2016**

It was **RESOLVED:** To approve and accept accounts for payment for September as presented and Councillors S. Kiff and D. Roberts signed the cheques.

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**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 Police to ask if the PCSO's would be able to attend the Community Council meetings from time to time.

The Clerk was asked to report to RCTCBC that black refuse bags are continually being dumped on land at the rear of Mill Street in Tonyrefail.

The siting of the skip(s) in the cemetery was reported on and the Clerk will address this concern.

**11. MONTHLY REPORT FROM THE PACT MEETING**

A report was given by Councillor G. Evans on the Tonyrefail East meeting and advised that the next PACT meetings would be held on: Tonyrefail East 12<sup>th</sup> September 2016 and Tonyrefail West 28<sup>th</sup> September 2016.

**12. TRANE CEMETERY****12.1 ANNUAL TREE SURVEY FROM ARB CONSULTANCY**

It was **RESOLVED:** To approve and accept the tree survey report as presented to Council.

**12.2 TO RECEIVE QUOTATIONS IN RESPECT OF THE TREE SURVEY IN 12.1 ABOVE.**

The Clerk advised that only 1 quotation had been received. 1 company declined the offer to quote and 2 others had not replied.

**12.3 TO DECIDE ON THE COMPANY TO UNDERTAKE THE TREE WORK**

In view of only 1 quotation being received it was **RESOLVED:** To accept the quotation from Mighty Oak Tree Solutions to undertake the work as per the annual tree survey.

**13. ALLOTMENTS****13.1 TO RECEIVE FEEDBACK FROM OTHER COMMUNITY COUNCILS IN RESPECT OF TENANTS OUTSIDE OF THE COMMUNITY COUNCIL AREA LEASING ALLOTMENT PLOTS.**

It was **RESOLVED:** To note the feedback received.

**13.2 TO APPROVE AND ACCEPT THE DRAFT TENENANCY AGREEMENT**

In view of the feedback received from other Community Councils it was **RESOLVED:** That the draft tenancy agreement is amended to incorporate that residents residing in the Community Council area are given priority on any allotment site that have a waiting list. It was further **RESOLVED:** That the Draft Tenancy is re-submitted to Council for approval.

**13.3 ALLOTMENT COMMITTEE TO ARRANGE A FURTHER SITE MEETING AT THE AVENUE ALLOMENTS.**

It was **RESOLVED:** That the allotment committee will meet on Monday 19<sup>th</sup> September at 5.30 pm.

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**14 HEALTH & SAFETY REQUIREMENTS**

The Clerk advised that the Health & Safety contract had now expired with Ellis Whittam. It was **RESOLVED:** That the contract would not be renewed.

**15 PROJECTS**

Proceeding

**16 PUBLICITY****16.1 TO RECEIVE VERBAL REPORT FROM THE CLERK**

The Clerk had met with a representative from Local Council Publishing and gave a verbal report to council. It was **RESOLVED:** That the council would proceed with the publication of a Tonyrefail & District Community Council guide.

**17. STAFFING**

It was **RESOLVED:** To note the Clerks verbal report in respect of a member of staff who is currently on sick leave.

**17.1 VERBAL REPORT FROM THE CLERK RE: ASSISTANT TO THE CLERK**

It was **RESOLVED:** To note the Clerks verbal report on the progress of the Assistant to the Clerk who commenced work with the Community Council on 6<sup>th</sup> September 2016.

**17.2 TO RECEIVE AND ACCEPT NOTICE OF EARLY RETIREMENT FROM MEMBER OF STAFF.**

It was **RESOLVED:** To note and approve the acceptance letter from a member of staff who will be taking voluntary retirement on the 12<sup>th</sup> October 2016. It was further **RESOLVED:** That the Clerk writes a letter on behalf of the Council to thank the employee for his service to the council.

It was also **RESOLVED:** That a Staffing committee meeting will take place on Thursday 15<sup>th</sup> October at the Community Council office in Trane cemetery at 6.30 pm.

**18. SUMMER FESTIVAL AND CLASSIC CAR SHOW – SATURDAY 13<sup>TH</sup> AUGUST 2016**

At the event a questionnaire was handed out to members of the public and the results were circulated to council. A verbal report was also given to Council on the event and it was **RESOLVED:** To accept and approve the comments made and that no summer event will be held in 2017.

**19. BUS STOPS/SHELTERS****19.1 PROPOSED LOCATION FOR THE SITING OF A BUS SHELTER IN THE TYN-Y-BRYN WARD**

It was **RESOLVED:** That as both the Councillors who represent the Tyn-y-Bryn ward were not present that this agenda item is deferred.

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

It was **RESOLVED:** To note that the Clerk is awaiting response from RCTCBC.

**20. CHRISTMAS 2016****20.1 CHRISTMAS EVENT – SATURDAY 3<sup>RD</sup> DECEMBER 2016**

It was **RESOLVED:** That an Events meeting will take place at 8.00 pm on Thursday 13<sup>th</sup> October 2016.

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**20.2 CHRISTMAS CONCERT – THE SAVOY THEATRE – FRIDAY 9<sup>TH</sup> DECEMBER 2016**

It was **RESOLVED:** That an Events meeting will take place at 8.00 pm on Thursday 13<sup>th</sup> October 2016.

**20.3 SENIOR CITIZEN'S CHRISTMAS DINNER – WEDNESDAY 14<sup>TH</sup> DECEMBER 2016**

It was **RESOLVED:** That an Events meeting will take place at 8.00 pm on Thursday 13<sup>th</sup> October 2016.

**20.4 CHRISTMAS SCHOOL ART COMPETITION**

It was **RESOLVED:** That the Clerk would write to each individual school to ask if they would like to participate in this year's art competition. It was further **RESOLVED:** That Councillor S. Kiff would provide the Clerk with the criteria for the competition.

**21. EDMONDSTOWN URINAL****21.1 TO RECEIVE AND DISCUSS REORT FROM PUBLIC MEETING**

A verbal report was given on the events at the public meeting.

As there are no documented records that the community council has any responsibility for the toilets it was **RESOLVED:** That in the Community Councils opinion the toilets should be knocked down as they are insanitary and unfit for purpose as well as outdated and with no running water they pose a health and safety risk.

**21.2 COUNCILLOR E. HANAGAN'S LETTER IN RESPECT OF THE URINALS**

It was **RESOLVED:** That the Clerk would reply to Councillor Hanagan's letter.

**22. TO DISCUSS ISSUES RELATING TO PATHWAY BETWEEN HIGH STREET AND PARKLANDS CRESCENT**

It was **RESOLVED:** That the Clerk would follow up an email received from RCTCBC dated 22<sup>nd</sup> July 2016 in respect of whether or not the pathway is adopted.

**23. CLOSURE OF LLOYDS BANK - TONYREFAIL**

It was **RESOLVED** to note and accept the correspondence received.

**24 TRAFFIC PROBLEMS TONYREFAIL**

It was **RESOLVED:** To note the letter from RCTCBC dated 18<sup>th</sup> July advising that their Civil Enforcement Officers will carry out additional patrols in these areas and will include potential joint operations with the local PCSO.

**25. MINOR AUTHORITY SCHOOL GOVERNORS****25.1 TONYREFAIL PRIMARY SCHOOL – MINOR AUTHORITY GOVERNOR VACANCY**

It was **RESOLVED:** That Councillor Austin Davies would represent the Community Council as the Minor Authority Governor at Tonyrefail Primary School.

**25.2 YGG TONYREFAIL – MINOR AUTHORITY GOVERNOR VACANCY**

It was **RESOLVED:** To note that the position is due for re-election in September 2019.

**26 BUS SHELTER REQUEST – PENRHIWFER**

See minute No. 19.2 above.

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**27. NEW YEARS 2018 HONOURS ROUND**

It was **RESOLVED:** That no nominations will be put forward.

**28. TO CONSIDER URGENT ITEMS**

There were no urgent items requiring attention.

**29 DATE AND VENUE OF NEXT MEETING.**

It was **RESOLVED:** That the October Monthly meeting will take place on Thursday 13<sup>th</sup> October 2016 at 6.30 pm and that the Events meeting will take place at 8.00 pm. Both meetings will be held in the Community Hall, Prichard Street, Tonyrefail.

The meeting closed at 9.00 pm.