

Minutes of the September Monthly Meeting of Tonyrefail & District Community Council, held on Thursday 14th September 2017 at the Council Office, Trane Cemetery, Tonyrefail which commenced at 6.30 pm.

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

Also in attendance:
Pauline Williams – Clerk
Tammy Claire Caddy – Administrative Assistant
Members 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.

Councillor D. Grehan advised that he would be leaving the meeting at 7.00 pm

2. TO RECEIVE DISCLOSURES OF PERSONAL INTEREST

No disclosures of interest were declared.

3. CONFIRMATION OF MINUTES

It was RESOLVED: That the minutes of the Monthly meeting held on Thursday 27th July were confirmed as a true record.

4. PUBLIC BREAK

4.1 CO-OPTION OF COUNCILLOR FOR THE COLLENNA WARD

Mr. S. Stevens and Mr. M. Barron had both submitted application forms for council's consideration.

4.2 INTERVIEW OF CANDIDATES

Both candidates were asked to give a short briefing as to why they had applied for the position.

4.3 VOTING ON CO-OPTION OF A COMMUNITY COUNCILLOR FOR THE COLLENNA WARD

Voting took place by a show of hand and it was **RESOLVED:** That Mr. Shawn Stevens is co-opted as Councillor for the above ward. The Chairman thanked Mr. Barron for attending and gave him his best wishes for the future and Mr. Barron left the meeting.

Shawn Stevens having signed the Acceptance of Office form which was presented to him took part in the remainder of the meeting.

Initials.....

Date.....

Mr. S. Kiff was present as a member of the public and provided the Clerk with 'Notices' for forthcoming events which will be displayed on the Council's Face-book, Website page and notice-boards.

Mr. Kiff also advised that he had to apologise to Council as he is unable to continue with updating of the website owing to other commitments but would continue to do so until a new website was up and running. The Chairman thanked Mr. Kiff and advised that he would 'love' to see him participate in the Christmas Event.

5. YOUTH REPRESENTATION ON THE COMMUNITY COUNCIL

Owing to the short amount of time since the start of the school term it was **RESOLVED:** That Councillor Alexandra Davies Jones would invite youth members to the October monthly meeting.

6. MATTERS ARISING FROM PREVIOUS MINUTES

- The Notice board on Tonyrefail Square had been replaced.
- A further wayside seat had been placed on Collenna Road
- The Fire escape for the new premises in Trane cemetery had been completed
- The 'Flower Planter' for Waunrhydd Road had been received and will be sited when the winter flowers are to be planted.

7. CORRESPONDENCE

7.1 ONE VOICE WALES – CONSULTATION – ELECTORAL REFORM

It was **RESOLVED:** To note the email from One Voice Wales dated 24th July 2017. It was also **RESOLVED:** That those Councillors attending the meeting at the National Assembly on the 20th September will give a report back to Council at the October monthly meeting.

7.2 ONE VOICE WALES – TALK VALLEYS

It was **RESOLVED:** To note the email from One Voice Wales dated 1st August 2017.

7.3 ONE VOICE WALES – HERITAGE IMPACT STATEMENTS IN WALES REMINDER

It was **RESOLVED:** To note the email from One Voice Wales dated 21st August 2017.

7.4 RCTCBC – HERITAGE LOTTERY FUNDING – HISTORIC PUBLIC PARKS AND CEMETERIES

The Clerk advised that she would obtain further information with the possibility of obtaining funding for the expansion of Trane cemetery.

7.5 LLANTRISANT GUILDHALL – MAKING A DONATION

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

7.6 CWM TAF COMMUNITY HEALTH COUNCIL – WHITE PAPER CONSULTATION

It was **RESOLVED:** To complete the response to the Welsh Government White Paper, Chapter 4: during the meeting in order that it could be submitted before the closing date

Initials.....

Date.....

7.7 ONE VOICE WALES – CONSULTATION ON THE PROPOSED AUTISM (WALES) BILL

It was **RESOLVED:** To note the email from One Voice Wales dated 30th August 2017 and Councillor C. Wells was asked to place this information on the Council's Face book page.

7.8 ONE VOICE WALES – WHAT'S STOPPING YOU FROM BEING AN ASSEMBLY MEMBER

It was **RESOLVED:** To note the email from One Voice Wales dated 5th September 2017.

8. PLANNING

- It **RESOLVED:** There are no objections/observations raised in respect of the planning applications listed on this month's agenda with the exception of Item 8.10 planning application: 17/0580/10 (Councillor Alexandra Mary Davies-Jones withdrew from any discussion/vote) and it was further **RESOLVED:** That an objection is put forward from the council on the grounds of the 3 storey building being out of character with the surrounding area and in respect of highways with regards to access and egress.
- Additional Planning Application – Application No: 17/0979/10 – Detached Garage at Hafan Teg, Ely Valley Road – it was **RESOLVED:** To note the application.

9. FOOTPATHS:

The Chairman advised that he had met with Officers from RCTCBC in respect of Footpath 165 in which they closed the said Footpath on Friday 8th September to carry out repairs and that the footpath had been re-opened on Monday 11TH September.

9.1 FOOTPATH REPORT – SEPTEMBER 2017

It was **RESOLVED:** To note the footpath report as presented for September 2017

10. FINANCE:**10.1 ACCOUNTS PAID JULY 2017**

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

10.2 ACCOUNTS PAID AUGUST 2017

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

10.3 ACCOUNTS FOR PAYMENTS SEPTEMBER 2017

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

11. MEMBERS AND CLERKS REPORTS**11.1 CLERKS REPORT**

- The Clerk asked council if they would like the bus shelter which has been removed from St. John's Road by RCTCBC to be re-sited in the community. The Chairman advised that the shelter may have been incorrectly removed by RCTCBC.

Initials.....

Date.....

It was **RESOLVED**: That if a new shelter is not provided by RCTCBC that the removed shelter would be re-installed and the cost met by RCTCBC.

It was further **RESOLVED**: That should RCTCBC install a new shelter in St. John's Road, that the removed shelter will be re-sited in Tyn-y-Bryn subject to permission from RCTCBC and the cost of removal and re-siting will be met by the Community Council.

- The Clerk asked council if they would consider the Council room being used for a Police Surgery, Council Surgery, and Citizen's Advice etc. during the working hours. It was **RESOLVED**: That it was agreed that the use of the council room would be of benefit to the community and would be provided free of charge.

11.2 MEMBERS REPORT

- Problems of speeding and waste tipping at the riverside opposite the Coedely Community Centre was reported and it was also stated that the Chairman, Councillor Dan Owen Jones and Councillor Cameron Wells will be attending the forthcoming public meeting in the Coedely Community Centre in respect of the proposals for Coedely Park.
- It was reported that some residents are unaware of who their Community Councillors are and the Clerk asked if each Councillor would forward a photograph of themselves which in turn would be placed on the councils website and Face book page.
- The ownership of Tyn-y-Bryn Park was queried and it was stated that it is in the ownership of Rhondda Cynon Taff County Borough Council.
- It was also reported that Tonyrefail Rugby Club leases the Parklands Rugby Field from RCTCBC.
- Councillor Shawn Stevens thanked council for co-opting him as a Councillor for the Collenna Ward.
- Concerns were raised in respect of speeding in Edmondstown and Penrhiwfer and County Borough Councillor/Community Councillor Alexandra Davies Jones advised that she is meeting with RCTCBC Highways Officers in order to raise this concern.
- Councillor Andrew Davies Jones advised that he had taken up his position as the Minor Authority Governor at Williamstown School.
- Vehicles dumping tons of waste material are taking place opposite Tref-y-Rhug school and also near the Battlefield in Tonyrefail and it was reported that Officers in RCTCBC having met on site and are dealing with this concern.
- The Chairman advised that 'filming' will be taking place shortly in Tonyrefail on 2nd October and the programme will be a type of 'Dragon's Den'
- It was reported that from 1st October 2017 tougher dog fouling laws would be introduced.

Initials.....

Date.....

- A query was raised in respect of the Community Infrastructure Levy and it was confirmed that the CIL charge is also applied to a 'Change of Use' of a property.

12. TRANE CEMETERY

12.1 REVISING THE OPENING HOURS OF THE CEMETERY FOR VEHICULAR ACCESS

It was **RESOLVED**: That the Saturday opening hours for the cemetery would now be 8.00 am – 12.00 noon and that the staff would be paid either from 10.00 am – 12.00 noon at time and half and 2 hours (Single time) flexi time (which must be taken the following week) or alternatively paid time and half from 8.00 am – 12.00 noon and that this would be at the discretion of the Clerk. It was further **RESOLVED**: That with the exception of the Saturday morning change of hours that the opening/closing times would remain the same.

12.2 REPORT ON BURGLARY AT TRANE CEMETERY ON 12TH AUGUST 2017

The Clerk advised that the lock on the side gate and the steel container had been broken. The double garage had been entered by removing panels from the roof and the garage door had been opened from inside. The Police had been informed and attended the following day. It was initially thought that nothing had been taken but it has since been discovered that a cement mixer had been stolen which had been loaned to the council by the Chairman. It was **RESOLVED**: That the council would reimburse the cost of the cement mixer.

12.3 TREE WORKS SCHEDULE FOR 2017

The Clerk advised that a schedule of tree work to be undertaken had been forwarded to 3 companies but only 1 had replied. It was **RESOLVED**: To accept the quotation from Mighty Oaks at a total cost of £6,860. Plus VAT for the whole of the tree schedule work to be undertaken.

13. MONTHLY REPORT FROM THE PACT MEETING

Councillor Alexandra Davies Jones advised that the next PACT meeting for Tonyrefail West is to be held at Tonyrefail School on 27th September at 6.00 pm.

14. PROJECTS:

14.1 EDWARD 2nd PLAQUE – PANTYBRAD

The Chairman presented Council with photographs of the original site where the plaque had been situated previously. It was **RESOLVED**: That the Chairman will establish as to how the plaque can be re-instated at this location.

14.2 MEMORIAL SEAT FOR MR. W. BARNFIELD

The Clerk had circulated copies of a design for the seat and advised that she was not particularly happy with it and a discussion took place. It was **RESOLVED**: That the Clerk would liaise further with the supplier on this.

15. STAFFING

The Clerk advised that the new employee would be commencing work with the council on Monday 18th September.

Initials.....

Date.....

16 EVENTS**16.1 CHRISTMAS EVENT – LEISURE CENTRE – SATURDAY 9th DECEMBER 2017**

The Clerk advised that the following had all been booked:

- Reindeers/Washing Facility - £975.00
- The Brass Band - £250
- Councillor Austin Davies has arranged with Crispy Cod for the hog-roast and to confirm if they will also provide Vegetarian Option plus Burgers and Sausages.
- J.J .Entertainment for Characters, Music, Tattoo's – Characters and price to be confirmed
- Mother Christmas (as discussed)
- Father Christmas

Councillor Austin Davies has not as yet spoken with David in the Post Office as to the supply of sweets and soft drinks.

Councillor Andrew Davies-Jones apologised that he had not approached Sub-Zero for the provision of ice-cream but would do so and report back to council.

The Clerk had sent an email to the Round Table but no response had been received in respect of a Sleigh.

It was **RESOLVED**: That the Clerk and Admin. Assistant is given plenary powers in respect of further entertainment and the layout of the event and to meet with Stuart from Beyond Balloons in respect of the decorating of the Grotto(s).

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

It was **RESOLVED**: That Tickets will be available from the Council Office in Trane Cemetery from Monday 6th November – Friday 10th November between the hours of 10.30 – 1.00 pm at a cost of £5. (£3 will be refunded on the night but only to those who attend the dinner).

17. THE WELL BEING OF FUTURE GENERATIONS (WALES) ACT**17.1 TO RECEIVE A REPORT FROM THE WORKING PARTY**

A report was given to council and it was **RESOLVED**: That this will be a continual subject on the agenda until such time as the Annual Report is compiled and approved.

18. PURCHASE OF DIGITAL BURIAL ADMIN SYSTEM AND MAPPING SYSTEM

It was **RESOLVED**: That the Chairman, Councillors Austin Davies and Deidre Roberts together with the Clerk and Admin. Assistant will meet with Mr. C. Makin from Pear Technology on Monday 13th November at 2.30 pm in the council office, subject to the date being suitable to Mr. Makin.

19. ALLOTMENTS**19.1 CLERKS REPORT**

The Clerk presented council with a written report as the 2 committee meetings which had

Initials.....

Date.....

been called were not quorate. Council noted the report and it was **RESOLVED**: That the Clerk would write to each Allotment Site in respect of the issues raised (if any).

The Clerk advised that 2 of the councillors who had verbally resigned (to date – no written resignation have been received) are on the allotment committee and they have not attended any meetings since their verbal resignation in June.

It was **RESOLVED**: That the allotment committee would now consist of Full Council.

In view of The Avenue allotments it was **RESOLVED**: That a Full council meeting will be called and that each plot holder will be asked to attend.

20. POLICY AND FINANCE COMMITTEE – TO AGREE DATE AND TIME FOR MEETING

20.1 FINANCIAL REGULATIONS

It was **RESOLVED**: To defer this item.

20.2 FINANCIAL AND BUSINESS RISK ASSESSMENT

It was **RESOLVED**: To defer this item.

20.3 ANY OTHER POLICIES

It was **RESOLVED**: To defer this item.

21 AUDIT

21.2 QUOTATION FROM MR. JASON MORGAN FOR INTERNAL AUDIT.

It was **RESOLVED**: To accept the quotation on a 3 year basis at a cost of £480 per annum (16 hours @ £30.00 per hour)

21.2 CONCLUSION OF AUDIT FOR 2016-2017

- It was **RESOLVED**: To note the letter from BDO dated 31st August 2017 advising that the above audit had been completed and that there were no matters which came to their attention which required the issuing of a separate additional issues report.
- It was **RESOLVED**: To accept and approve a copy of the 'Conclusion of Audit' notice which has been displayed together with the Annual Return on the council's website, face book page, notice boards and at the council office since the 5th September 2017.
- It was **RESOLVED**: To accept and approve a copy of the completed Annual Return for 2016/17 as presented to each councillor.

22 REPORTS ONLY FROM THE COUNTY BOROUGH COUNCILLOR

- It was advised that retrospective planning permission is currently being sought in respect of the storage units on land in Tyn-y-Bryn.

Initials.....

Date.....

- It was advised that St. Illtyd's church in Penrhiwfer is seeking funding and they will be advised that the date for Community Council grant allocation has been extended,
- Councillor Alexandra Mary Davies-Jones advised that she had recently held a surgery in Edmondstown and that she will be personally paying for the painting of the community centre.
- Councillor Alexandra Mary Davies-Jones advised that the park which was to be provided by the Developer in Dan-y-Bryn has not been undertaken and that she has taken this matter up with RCTCBC and is awaiting their response.
- It was reported that the current bus service from Gilfach to Pontypridd was to be withdrawn and that it would now terminate in Porth.
- Councillor Dan Owen Jones advised that scaffolding in Capel-y-Ton had been erected as the building is unsafe.
- A report was given on Tref-y-Rhug school and Councillor Owen Jones advised that he is to meet with RCTCBC Cabinet Member from RCTCBC
- The Clerk was asked to make enquiries on behalf of the Community Council in respect of a Crossing Patrol Officer for Tref-y-Rhug School.

23. MINOR AUTHORITY VACANCY – CWM LAI SCHOOL

It was **RESOLVED:** To defer this vacancy until there is full attendance at a council meeting.

24. BANKING

- **BANKING OVER £85k**
Proceeding
- **COUNCIL BANK ACCOUNTS**
Proceeding

25. COMMUNITY COUNCIL WEBSITE

The Clerk advised that she had received a cost of £500 from Studio Nest for setting up a new website. It was **RESOLVED:** To accept this offer

26. REMEMBRANCE DAY PARADE/SERVICE

- **REMEMBRANCE DAY COMMITTEE**
It was **RESOLVED:** That the 1st meeting would take place on Tuesday 3rd October at 6.00 pm in the council office at Trane Cemetery, Gilfach Road.

Initials.....

Date.....

- **BRASS BAND**

It was **RESOLVED**: To approve and accept the booking of the Cory band at a cost of £400 for the Remembrance Parade and Service.

27 WIND FARM TRUST

A report was given by Councillor Alexandra Davies Jones in respect of a meeting she had held with an Officer from RCTCBC and the management committee of Thomastown Community Hall. She advised that in future the grant of £5000 would be under her remit and that she would like the Community Council to have control of the money and the allocation of the same. It was **RESOLVED**: To accept this offer.

28. COMMUNITY COUNCIL VEHICLE

- The Clerk gave a report on the recent accident in which the vehicle was 'written' off. Luckily there was no-one injured or any other vehicles damaged.
- The Clerk advised that an offer of £7100 less the £100 excess had been received from the Assessor. It was **RESOLVED**: That in view of the condition of the vehicle prior to the accident that this amount is accepted.
- The Clerk provided 3 quotations to council for the purchase of a new vehicle. It was **RESOLVED**: To accept the quotation from Celtic Mitsubishi at a cost of £17,227.40 plus VAT plus the additional cost of £600 plus VAT for a 3 year service plan.

29. URGENT ITEMS

There were no items of urgency by reason of a special circumstance to be discussed.

30. DATE AND VENUE OF NEXT MEETING

It was **RESOLVED**: That the next Monthly meeting of the Full Council will take place on Thursday 12th October 2017 at 6.30 pm.

Signed:

Date: