

**Minutes for the Monthly Meeting of Llantrisant Community Council held at
Caerlan Hall, Llantrisant on 10 October, 2017 at 6.30pm**

Present:

Councillors			
D Nicholas (Chair)			
J Barton	A Crutcher	R Hunt	A Matheson
L Mills-Phillips	A Moss	S Powell	S Trask
V Nicholas	K Williams	B Farr	

Also present: Deputy Clerk – Mrs Alison Jenkins

1	Apologies
	Apologies were received from Cllr J Woodington and Cllr W Willis. Members noted the apology.
2	Declarations of Interest
	Cllr A Matheson – Item 8e “I am a Llantrisant Town Trust Trustee” Cllr D Nicholas – Item 8e “I am a Llantrisant Town Trust Trustee” Cllr S Powell - Item 6 I am a member of RCTC Planning Committee” Item 8e “I am a Llantrisant Town Trust Trustee”
	There were no other declarations of interest in line with the Code of Conduct.
3	Minutes
	To confirm and sign the minutes of the Monthly Meeting held on the 12 September, 2017.
Resolved: that the minutes of the September Monthly meeting on the 12 th September be confirmed and signed by the Chair as a true record, subject to the correction to the Councillor present to reflect the absence of Cllr J Barton and Cllr W Willis.	
4	Action Table from the meeting on the 12 September, 2017.
mm14	July. Code of Conduct training. Cllr B Farr and Cllr K Williams signed the record of attendance at Code of Conduct Training.
Resolved: that Standing Orders be suspended until a training session is made available for those Councillors who have been unable to complete the Code of Conduct training to date.	
mm27	Cllr Matheson presented a report and an in-depth summary of the two main presentation from the conference.
mm30	Members present received an update on the proposed content for the first edition of the newsletter. This was received favourably and it is hoped that the newsletter will be printed ready for distribution at the end of November.
mm25	The Deputy Clerk agreed to send Members instructions as to how to access the new email addresses.
mm21	Cllr Moss confirmed that The Retail Park had agreed to fund the Christmas Tree in Talbot Green again in 2017. Unfortunately 6 of the existing Christmas Lights are not fit for service this year.
Resolved: To purchase 6 ex-hire lights from Beddau & Tynant Ward project money	

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to ensure that all the lights are put up this year. Ward members to meet after the meeting to confirm the style to be ordered.			
mm19	Cllr Barton has been investigating examples of Annual Reports by Community Council in preparation for writing the annual report.		
Resolved: For the Communications committee to meet with the Clerk to take the annual report forward.			
5	Finance		
a	To confirm the income and expenditure accounts for September 2017.		
Resolved: that the income and expenditure accounts for September 207 were confirmed.			
b	To receive and adopt the accounts for payment for October 2017.		
	Talk Talk	Broadband/Landline	£ 29.82
	Xinn Ltd	Web Provision	£ 10.00
	Barclaycard	mats, toilet seats, stamp, fibre	£ 139.27
	Petty Cash	Blue bags, keys	£ 53.00
	Trustmark	Diaries/calenders/copier paper	£ 44.78
	Unity Trust	Charges	£ 38.40
	Toshiba Tec	Lease and copy charges	£ 451.32
	BT	Office phone	£ 145.60
	AD Computers	IT Services	£ 200.00
	Bullring Stores	Newspaper	£ 9.90
	HMRC	NI and Tax (September)	£ 1,280.74
	Wages	Pay (September)	£ 6,571.15
	Pensions	Pensions (September)	£ 1,676.78
	Cobra Workwear	Youth Club uniform	£ 32.16
	Plusnet	Broadband - Llys y Cwm	£ 13.49
	RCT	Rates - Caerlan Hall	£ 449.00
	RCT	Rates - Llys y Cwm Hall	£ 165.00
	SSE	Electricity	£ 55.07
	Cleanmate	Relief Cleaner(Sept)	£ 1,057.68
	Celtic Doors	Roller Shutter - Office Fire Exit	£ 712.94
	Brecongata	Hearing Loop repair	£ 150.00
	BT	Alarm Line	£ 45.47
	RCT	Trade Refuse Caerlan	£ 230.10
	RCT	Trade Refuse Llysycwm	£ 230.10
	Cleanmate	Relief Cleaner(Aug)	£ 427.14
	JP Windows	New Fire Door	£ 855.00
	One Voice Wales	Code of Conduct Training	£ 120.00
	Royal British Legion	3 x Remembrance Wreaths	£ 120.00
	Tony Hadland	Footpath reports	£ 165.00
	Tony Yule	Footpath reports	£ 30.00
	Welsh Water	Water bill Feb - Aug	£ 143.79
	Forest Park & Garden	ride on mower/trimmer repair	£ 103.97
	RCT CBC	Community Bus (August)	£ 550.00
	Bostonseeds	Daffodil Bulbs	£ 453.00
	Welsh Hearts	Defibrillator	£ 850.00
	Marcon Services	Watering of baskets & planters	£ 1,939.99

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Bullring Stores	Plants for barrier planters	£	28.00
Welsh Water	Penygawsi Allotments	£	23.37
Trivalis	Garage Rent	£	29.28
UK Fuels	Diesel (Sept)	£	85.61
UK Fuels	Diesel (Aug)	£	85.60
Wages	Pay (October)	£	6,176.59
SSE	Electricity Llys y Cwm	£	184.70
SSE	Gas Llys y Cwm	£	182.11
RCTCBC	Community Bus (Sept)	£	440.00
Cath Craven	Mileage Claim	£	37.80
Marcon Services	water and take down hanging baskets	£	1,649.02
	Total	£	28,471.74

Resolved: The accounts for payment for October 2017 were adopted and cheques as listed were signed by Cllr V Nicholas and Cllr A Moss. Cllr A Moss and Cllr A Matheson will authorise the online payments.

6 Planning

Application Ref: 17/0635/10 **Proposal:** Conversion of existing 5 no. bed HMO to two separate dwelling houses with an extension (Amended plans and description received 6th September 2017). **Application Type:** Full planning permission

Location: 1 CASTELLAU ROAD, BEDDAU, PONTYPRIDD, CF38 2AA

Application Ref: 17/1034/10 **Application Type:** Full Planning Permission

Proposal: Rear first floor extension. **Location:** 79 COMMERCIAL STREET, BEDDAU, PONTYPRIDD, CF38 2DD

Application Ref: 17/1048/38 **Application Type:** Discharge of Condition

Proposal: Discharge Of Conditions 3 (Landscaping), 5 (Materials), 6 (Coal Authority Completion Report), 8 (Drainage) and 11 (Landscape & Biodiversity Plan) of previous planning application **Location:** ROYAL GLAMORGAN HOSPITAL, HOSPITAL ROAD, YNYSMAERDY, LLANTRISANT, PONTYCLUN, CF72 8XR

Application Ref: 16/0405/10 **Application Type:** Full planning permission

Proposal: Refurbishment of existing premises to create 2no. retail units and 2no one bedroom flats along with the construction of a side extension to provide a third retail unit and third one bedroom flat along with a new access stairwell and improved parking facilities to the side of the premises (Amended description) (Amended plans received 30/08/17) **Location:** SOUTHGATE ENGLISH & CHINESE TAKEAWAY, 3 CARDIFF ROAD, LLANTRISANT, PONTYCLUN, CF72 8D

Application Ref: 17/0986/10 **Application Type:** Full planning permission

Proposal: Proposed demolition of existing canopies and proposed extension to existing tea rooms. **Location:** COUNTRY TIMBERS AND THE POTTING SHED, PANTYBRAD, TONYREFAIL, PONTYCLUN, CF72 8LP

Resolved: That the planning applications as listed be noted and no comments

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made.	
7	Clerks Report
a	To review and endorse the Serving our Communities: An enhanced role for Community and Town Councils draft report.
	Cllr Barton updated members present on the meeting attended and the subsequent report.
Resolved: To write a letter of thanks to Mick Antoniw AM and formally support the recommendations outlined in the report.	
b	To review arrangements for the commemoration of Remembrance Sunday on the 12 November.
Resolved: To note the arrangements for Remembrance Sunday.	
8	Correspondence
a	To note letter from Assistant Chief Superintendent P Ashby, South Wales Police dated the 18 September, 2017 regarding Codgers Corner.
	Members were provided with a letter received from the Rt Hon Alun Michael and information regarding further damage to the bus shelter at Codgers Corner. Local members reported on attending the PACT meeting were the issue was discussed in detail. The police are keeping local members updated on visits to the area although no improvement to the number of young people congregating in the area has been noted. The bus shelter has now had 2 roof panels forcibly removed and local members reported damage to one of the feet of the shelter. It is felt that this damage will continue until access to the back of the shelter is restricted.
Resolved: Local members to ensure the issue is maintained as a PACT priority. It was further resolved that the office staff would establish who owned the land between Bargain Booze and the bus shelter. It was further resolved that Assistant Chief Superintendent P Ashby be invited to the next Council meeting. It was further resolved that at this time no repairs are made to the roof panels of the bus shelter, although a problem identified with one of the legs of the shelter needs to be investigated.	
b	To consider submitting a scheme request and assessment pro former to RCTCBC for its Safe Routes in Communities Scheme initiative. Closing date 27 October, 2017.
Resolved: That Llantrisant ward members work with the office staff to submit and application for a 20mph speed limit along High Street, Newbridge Road and Common Road.	
c	To consider Welsh Government's Cluster Funding to support the initial setting up of joint arrangement scheme. Deadline 13 October, 2017.
Resolved: to note the Welsh Government's Cluster Funding Scheme	
d	To consider a response to an email from Travol Community Transport requesting financial support.
Resolved: To review the Grant Policy for 2018/19 to consider the inclusion of Social Enterprises in the groups supported. Travol to be advised that they are not eligible to apply this year.	
e	To consider a response to an email from Llantrisant Town Trust giving notice

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	of its Christmas Event on the Castle Green on Wednesday 6 December and a request for financial support.
	A discussion took place regarding the provision of a Community Council presence, in terms of helping organise the event as well as making a financial donation. It was highlighted that this event fell on the same night as the Community Council Christmas event in Talbot Green.
Resolved: To donate £250 towards funding the band for the Llantrisant Town Trust Christmas Event from Llantrisant ward project money.	
f	To note the Loneliness Roundtable report by Age Cymru.
	Members were updated on a recent meeting with Contact the Elderly.
Resolved: To note the loneliness roundtable report.	
g	To consider nominating a Member to attend the 'Using Alternative Delivery Models to Deliver Public Services' seminar in Cardiff on the 22 November, 2017.
Resolved: To note the Using Alternative Delivery Models to Deliver Public Services' seminar.	
h	To consider nominating a Member to attend the Planning Training session at Bridgend on the 17 October, 2017.
Resolved: To note the forthcoming planning training.	
i	To review the draft Guidance for Principle Councils on the review of Communities document.
Resolved: To note the draft guidance for principle councils on the review of communities document.	
j	To consider a response to the formal call to evidence from the Welsh Governments Independent Review Panel on the Future Role of Community and Town Councils.
Resolved: That no response as a Council as a whole would be provided, however individual members were encouraged to respond and Council as a whole will encourage members of the Community to also respond.	
9	Health & Safety
	To receive an update on any Health and Safety issues since the last meeting.
	The recent fall by a child off a bench, outside youth club, before the club had opened for the evening was noted.
10	Staffing
	To receive an update on any staffing issues since the last meeting.
Resolved: To make a donation of £100 from the Chair's Allowance, in respect of former Caretaker, Catherine Ward to Velindre Cancer Care.	
Resolved: To write a letter of thanks to the Summer Labourer.	
11	Committee Reports
a	To note the draft minutes of the Llys y Cwm Committee.
	The minutes for the Llys y Cwm Committee were noted. An agenda for the forthcoming meeting on Wednesday 18 th October was distributed with the fact that the meeting time has been changed to 10.00am at the request of the Meithrin being highlighted.
b	To approve the Risk Assessment for Remembrance Sunday.
Resolved: to approve the risk assessment for Remembrance Sunday in Llantrisant	

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Cllr Crutcher requested permission, and it was approved to approach BBC Radio with the suggestion that Llantrisant is there "Town of the Week"

The meeting ended at 8.20pm

Beddau and Tynant ward members remained behind and agreed on the lights to be ordered.

1st choice: Star Triangle x 3 and Curved Star Triangle x 3

2nd choice: Harp with minibulbs and carpet x 6

The next meeting of Llantrisant Community Council will be held on Tuesday 14 November, 2017 at 6.30pm, Caerlan Hall.

There is a Staffing Committee Meeting at 5.30pm on Tuesday 24th October

There is a Scrutiny Committee Meeting at 6.30om on Tuesday 24th October

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