

**MINUTES** of the Monthly Meeting of **LLANTRISANT COMMUNITY COUNCIL** held at The Caerlan Hall, Llantrisant on **TUESDAY 10<sup>th</sup> NOVEMBER 2015 at 6.30pm.**

**PRESENT:** Cllr Allan Matheson (Chair), Cllr Ceri Harris, Cllr Veronica Nicholas, Cllr Ron Hunt, Cllr David Nicholas, Cllr Brian Farr, Cllr Julie Barton, Cllr Nicholas Powell and Cllr Paul Baccara together with the Clerk Mrs Alison Jenkins.

**1. Apologies for Absence**

Apologies for absence were received from Cllr Gill Morris, Cllr Arlene Moss and Cllr Jonathan Gilmore.

**2. Disclosure of Interest**

Councillors completed the disclosures of personal interest's book in accordance with the Code of Conduct.

**3. Minutes**

The minutes of the Monthly Meeting held on the 13<sup>th</sup> October 2015 were confirmed and signed as a true record.

6.40pm Cllr D Nicholas entered the meeting.

**4. Matters Arising**

- a. The Casual Vacancy notice for the Beddau Ward was acknowledged and it was agreed to try and encourage applications for becoming a Councillor.
- b. The thank you letter from Bosom Pals was noted and Cllr Moss was thanked for attending the event.
- c. Cllr Matheson updated those present regarding the Future of Wellbeing Act draft guidelines training day and it was agreed to respond to comment that it was important to include voluntary/charity bodies in the process.
- d. The response from RCT regarding the drop kerb on Commercial Street was noted and the Clerk was asked to forward the matter on to RCT Homes and the tenant to address the matter.
- e. The Clerk's report on matters arising was noted.

**5. Pending**

Penygawsi allotments : It was AGREED that the quotes received to complete the work to adapt the area outside the allotment into parking for cars was prohibitive. The Clerk to write to the Management Committee to acknowledge this and propose a meeting with the committee to consider the plot holders completing the work themselves.

Huntersgate Fence: 3 quotes were provided for the fence at Hunters Gate and following discussion it was AGREED to proceed with the cheapest quote.

**6. Finance**

- a. The income and expenditure accounts for October 2015 were accepted and approved.

Signed.....

Date: .....

- b. The accounts for payment for November 2015 were adopted. The cheques as listed were signed by Cllr V Nicholas and Cllr J Barton.

**7. Planning**

Planning applications received since the last meeting were noted.

**8. Correspondence**

- a. The invitation from BATCL to a 50<sup>th</sup> Birthday party for the library was noted and it was AGREED that Cllr Veronica Nicholas would attend on behalf of the Chair.
- b. The invitation from Crossroads Care Cwm Taf to their AGM was noted
- c. The draft annual report from the Independent Remuneration Panel for Wales was noted.
- d. The RCT consultation on Active Travel was discussed. No response to be sent.
- e. The National Assembly for Wales Finance Committee consultation on the draft Public Services Ombudsman (Wales) Bill was noted.
- f. The Welsh Government consultation on healthcare services in Wales was noted.

**9. Scrutiny Meeting**

- a. It was AGREED to adopt the new Standing Orders in line with the model standing orders produced by NALC and OVW with the replacement of the word Chairman with Chair and his with his/her to ensure the document is gender neutral.
- b. A lively discussion took place regarding the investment of Council Reserves in a savings account. It was AGREED to meet with a representative from CCLA on the 27<sup>th</sup> November to find out more information.
- c. It was AGREED to adopt the Scrutiny Committees recommendation regarding changes to the rent charged to Meithrin for Llys y Cwm Hall to enable the group to clear outstanding debts. It was also AGREED to purchase tables and a play house from Beddau and Tynant project money to a maximum budget of £400.
- d. Council noted the review of the accounts for the first 6 months of the financial year.
- e. It was AGREED to accept the Scrutiny Committees recommendation for the budget for the financial year 2015/16.

ADMINISTRATION	
Photocopying	1,600
Computer Costs	1,500
Postage	450
Telephones	600
Stationery	400
Sundries	400
Audit Fees & Bank charges	1,000

Signed.....

Date: .....

General Insurance	5,100
Chairman's Allowance	1,600
Councillors Expenses	250
Public Relations	500
Elections	4000
Contingency Fund	10,000
Office Equipment Depreciation	1,000
	<b>28,400</b>
<b>GRANTS</b>	
Llantrisant Ward	5,500
Talbot Green Ward	5,500
Beddau & Tynant Wards	11,000
General Grants	3,000
	<b>25,000</b>
<b>PROJECTS</b>	
Llantrisant Ward	7,000
Talbot Green Ward	7,000
Beddau & Tynant Wards	14,000
	<b>28,000</b>
<b>MUSIC MEMORIAL</b>	400
<b>TRANSPORT</b>	
Fuel	1,250
Repairs, Service, MOT	800
Road Tax	250
Garage Rent	350
Van insurance	1,125
Depreciation Fund (Van)	2,000
	<b>5,775</b>
<b>ALLOTMENTS</b>	
Penygawsi Allotments	750
Brynteg Allotments	750
Tynant Allotments	750
Penycoedcae Allotments	750
	<b>3,000</b>
<b>OUTSIDE WORK</b>	
Works Depot	550
Small Tools	100
Machine Repairs & Spares	1,000
Outside Work	2,500
Street Furniture	9,000
Depreciation Fund (Equipment)	0
	<b>13,150</b>
<b>LLYS Y CWM</b>	
Rates	1,200
Water Charges	310

Signed.....

Date: .....

Electricity	700
Gas	1,275
Cleaning Materials	200
Maintenance Contracts	1,000
Repairs & maintenance	1,000
Depreciation Fund	1,000
	<b>5,685</b>
<b>CAERLAN</b>	
Rates	4,425
Water Charges	410
Electricity	1,020
Gas	1,600
Cleaning Materials	250
Maintenance Contracts	1,700
Repairs & maintenance	1,000
Depreciation Fund	1,000
	<b>11,305</b>
<b>STAFFING</b>	
Salaries	78,000
PAYE & NI	9,000
Pension Contributions	16,500
Recruitment Costs	250
Training	1,500
Work wear	500
Staff Expenses	200
	<b>105,950</b>
<b><u>TOTAL EXPENDITURE</u></b>	<b>226,265</b>
<b>INCOME</b>	
Photocopying	200
Precept(assuming no change)	205,384
Interest	200
Penygawsi Allotments	26
Brynteg Allotments	42
Tynant Allotments	40
Pencoedcae Allotment	48
Footpath Agency Agreement	835
Hall Hire	3,000
Hall Hire	7,500
<b><u>TOTAL INCOME</u></b>	<b>217,275</b>

Signed.....

Date: .....

- f. It was noted that although the budget had been agreed a decision on the setting of the precept cannot be determined until the Council Tax Base figure is received from RCT.

### 10. Annual Community Grants

It was AGREED to adopt the individual wards recommendations for the allocations of their ward grant money.

#### BEDDAU & TYNANT

1ST BEDDAU SCOUT GROUP	£500
3RD BEDDAU BROWNIES	£400
BEDDAU ART SOCIETY	£200
BEDDAU CHURCH PARENT & TODDLERS	£100
BEDDAU RFC UNDER 7s TO UNDER 14s	£1,600
BEDDAU RUGBY CLUB OAP	£600
BEDDAU & TYNANT COMMUNITY LIBRARY	£2,450
BEDDAU & TYNANT SENIOR CITZ	£600
BEDDAU & PENCOEDCAE ALLOTMENTS	£400
BRYNCELYNNOG (FRIENDS OF HQ)	£600
CWM & LLANTWIT WORKINGMAN'S HALL & INSTITUTE	£600
CWM WELFARE A.F.C	£500
CYLCH MEITHRIN BEDDAU	£350
GWAUNMEISGYN PRIMARY SCHOOL (FRIENDS OF)	£400
LLWYNCRWN SCH. (FRIENDS OF)	£400
MOUNT PLEASANT LADIES BOWLS CLUB	£200
ROYAL BRITISH LEGION (BEDDAU & DISTRICT)	£500
ST MICHAEL'S CHURCH BEDDAU	£200
TYNANT ALLOTMENTS ASSOC.	£400
YSGOL GYNRADD CASTELLAU PTA	£400
TOTAL	£11,400

#### LLANTRISANT

1ST LLANTRISANT BROWNIES	£300
BRYNTEG ALLOTMENT SOCIETY	£200
CRAFTY CARDS	£200
CREATIVE CRAFTS	£200
GWAUN RUPERRA RESIDENTS & COMMUNITY GROUP	£600
GWERIN Y COED LLANTRISANT	£200
GWYNFA CAMERA CLUB	£200
LLANTRISANT BOWLING CLUB	£100
LLANTRISANT & DIST ART SOC	£100
LLANTRISANT AFC	£300
LLANTRISANT LADIES BOWLING	£100

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Date: .....

LLANTRISANT LADIES CHOIR	£200
LLANTRISANT MALE VOICE CHOIR	£200
LLANTRISANT N'HOOD WATCH COMM	£200
LLANTRISANT PRIMARY SCHOOL PTA	£100
LLANTRISANT SUB-AQUA CLUB	£100
LLANTRISANT TENNIS CLUB	£200
LLANTRISANT TUNE CLUB/CLWB ALAWON	£150
LLANTRISANT W.I	£200
PENYGAWSI ALLOTMENTS SOCIETY	£200
SOUTHGATE LADIES BOWLING	£100
YOUNG AT HEART (Monday)	£200
YOUNG AT HEART (Tuesday)	£200
YOUNG AT HEART (Thursday)	£200
<b>TOTAL</b>	<b>£4,750</b>

**TALBOT GREEN**

2077 PONTYCLUN AIR TRAINING CORPS	£200
BRONHAUL/ HEOL GYFRAITH SOCIAL FUND	£500
FANHEULOG COMPLEX SOC. CLUB	£300
FRIENDS OF RETIREMENT (FRIDAY FRIENDLY CLUB)	£400
LLANTRISANT SLOT CAR CLUB	£200
LLYS CATWG TENANTS & RESIDENTS ASSOC.	£500
MAES TRISANT SOCIAL FUND	£300
MERCHED Y WAWR	£100
MISKIN & MWYNDY W.I	£100
NORTH GLAMORGAN NFU LADIES	£100
TALBOT GREEN LEARNING CURVE	£200
TALBOT GREEN DETACH. ARMY CADET FORCE	£200
TALBOT GREEN LADIES SOC. CLUB	£400
TALBOT GREEN OAPs	£400
TALBOT GREEN PLAYGROUP	£300
TALBOT QUILTERS	£200
TONYS-GUBORIAU SCHOOL PTA	£700
<b>TOTAL</b>	<b>£5,100</b>

It was further AGREED to allocate the umbrella grants as follows:

Tonysguboriau PTA for playground barriers	£700
Bosom Pals	£200
Café 50	£500
Llantrisant Parish Church	£400
Llantrisant Walkers	£100
Llantrisant Community Show	£500
RCT Explorer Scouts – Taff	£300

Signed.....

Date: .....

Silver Linings Peer Support Group	£100
Taff Ely Ramblers	<u>£200</u>
TOTAL	£3,000

### 11. Talbot Green Street Furniture

Cllr Baccara informed Council of problems with motorists parking on the pavements on Talbot Road and proposals to prevent this happening by provision of 3 additional benches and a cycle rack. RCT have agreed to install any street furniture purchased. It was AGREED to purchase the required items from the Street Furniture budget up to a maximum of £3,000. It was further agreed to change the funding for the Sara Head bench to come from the Street Furniture budget. Cllr Barton requested and it was AGREED that a further Second World War memorial bench be purchased for the memorial gardens in Beddau.

### 12. Health & Safety

There have been no reported health and safety issues that the Clerk has been made aware of.

### 13. Staffing

It was AGREED to accept the recommendations of the staffing committee meeting held on Tuesday 20<sup>th</sup> October.

### 14. Councillors Items

Cllr Nicholas made Council aware of problems on Colliery Road.

Cllr Harris confirmed that he will be shortly handing his notice in due to progress with his plans to move to Canada.

Next Monthly meeting on Tuesday 8<sup>th</sup> December 2015 at 6.30pm, Caerlan Hall.

Agenda Item	Task	By Whom
4a	Advertise Casual Vacancy	Clerk
4c	Respond to consultation on Wellbeing Guidelines	Clerk/ Cllr Matheson
4d	Forward letters to RCT Homes/Tenant	Clerk
5	Write to and arrange meeting with Penygawsi allotments	Clerk
5	Place order for new fence at Hunters Gate	Clerk
8a	Attend BATCL birthday party	Cllr V Nicholas
9a	Print out new standing orders with amendments	Clerk
9b	Meet with CCLA on 27 <sup>th</sup> November	All interested Councillors

Signed.....

Date: .....

9c	Re-issue invoices for Meithrin, order tables and play house	Clerk, Assistant to the Clerk
11	Order benches and cycle rack	Clerk

Signed.....

Date: .....