

These minutes were approved at the meeting of Council held on the 9<sup>th</sup> June, 2020

**LLANTWIT FARDRE COMMUNITY COUNCIL  
CYNGOR CYMUNED LLANILLTUD FAERDREF**



**Minutes of the Meeting of the Llantwit Fardre Community Council held on Tuesday, 25<sup>th</sup> February, 2020 at 7 p.m. at the Council Office, rear of the Carnegie Parish Hall, Main Road, Church Village, Pontypridd CF38 1PY**

**PRESENT**

Community Councillor B.James – Chair

**Community Councillors**

R.Butler, C.Johnson, A.Raines, G.Stacey, D.F.Stone, N.Tizard-Lee, L.Walker and A.Watts

**In Attendance**

Ms. Karyl May – Acting Clerk and Executive Officer

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Community Councillors S.Bristo, M.Diamond and J.James.

**2. ANNOUNCEMENT**

The Chair reminded Members of the email that had recently been sent by the Acting Clerk in respect of the allowances and that if Members did not wish to receive the allowance then they must inform the Acting Clerk in writing and that the payments would be undertaken by Payroll in RCT where the tax would be deducted. At the meeting, two Councillors wished for their allowances to be paid by cheque and they were informed by the Acting Clerk that the two cheques would be signed later on in the meeting in order that they could receive the payments this evening and that it was the responsibility of those two Members to advise the Inland Revenue of receipt of the allowance.

**3. DECLARATIONS OF INTEREST**

**RESOLVED** – to note that In accordance with the Members' Code of Conduct, Community Councillor L.Walker declared a personal interest in Agenda Item 4 – Presentation – Mr.K.Moon (Interlink) – “I know Ken Moon, he helped me in the past with printing works for Friends of the Park”

**4. PUBLIC BREAK**

**Note:** Whilst there were no requests from members of the public to speak at this meeting, with the permission of the Chair, Mr.M.Bushnell indicated that he had emailed the Acting Clerk regarding issues of safety surrounding the Community Council Office and the Carnegie Parish Hall e.g. lighting which had been brought to her attention when she walked the area with him. In that email, Mr.Bushnell had made a request to speak at this meeting. The Acting Clerk informed Mr.Bushnell that she had responded to his email and apologised for not adding his request to speak at this meeting. The Chair then gave Mr.Bushnell the opportunity to speak at this meeting and he declined.

**5. PRESENTATION – MR.K.MOON (INTERLINK)**

Members received Mr.K.Moon of Interlink who with the aid of a PowerPoint presentation in respect of Renew Wales which is funded to help community groups to live sustainably in a changing climate and for the Community Council to seek the necessary support in this regard.

Mr.Moon reported on the actions that could be taken in preventing further climate change e.g. mitigation and is there an opportunity for this Council to look at the areas of land that may not be mown and therefore left to encourage diversity.

An area of land could also be used as a Community Garden where residents could get involved and take it on as their own. These were issues where the public could be encouraged to raise questions and discuss at the Community Consultation Event which is being held on Sunday, 29<sup>th</sup> March, 2020 at the Carnegie Parish Hall.

Mr.K.Moon introduced Members to Louisa Mills-Philips of Renew Wales who would be assisting the Acting Clerk in publishing a survey on the Council's website in advance of the Community Consultation Event thereby giving residents the opportunity to inform Members what they would like to see in the area.

Following a discussion, the Chair thanked Mr.K.Moon and Ms.L.Mills-Philips for their attendance at this meeting and for the support being given in the Council's first Consultation Event taking place next month.

These minutes were approved at the meeting of Council held on the 9<sup>th</sup> June, 2020

## 6. MINUTES

**RESOLVED** – to approve as accurate records the minutes of the following meetings:-

- Extraordinary Meeting of the Community Council held on the 28<sup>th</sup> January, 2020.
- Community Council Meeting held on the 28<sup>th</sup> January, 2020

**Note:** With reference to Minute No.15(c), it was agreed that the £1,000 allocation for each Ward within the Community of Llantwit Fardre as agreed at the Council Meeting held on the 29<sup>th</sup> October, 2019 be referred to the Finance and Policy Committee as no agreement can be reached between the Members of the Llantwit Fardre Ward.

- Extraordinary Meeting of the Community Council held on the 12<sup>th</sup> February, 2020.
- Staffing Committee held on the 17<sup>th</sup> February, 2020.

**Note:** With reference to Minute No.11(6) of the Council Meeting held on the 28<sup>th</sup> January, 2020, it was **RESOLVED** – to ratify the decision of the Staffing Committee in that the post of Assistant Clerk & Executive Officer commence on SCP 23 (based on 25 hours per week) subject to a satisfactory six months probationary period and as agreed at this evening's meeting, the Clerk & Executive Officer commence on SCP 36 both SCPs to commence as from the 1<sup>st</sup> March, 2020.

## 7. REPORT FROM THE POLICE

The Acting Clerk circulated at the meeting a late report that had been received from the Police which outlined the crime figures for Llantwit Fardre/Efail Isaf for January and February, 2020 and it was **RESOLVED** – to note the information.

## REPORTS OF THE ACTING CLERK

### 8. PLANNING APPLICATIONS

**RESOLVED** –

1. To note that the following planning applications received from Rhondda Cynon Taf County Borough Council had been forwarded to Members:-
  - 5 Parc-y-Bryn, Llantwit Fardre – Two Storey Side Extension
  - 2 Llys Llewelyn, Llantwit Fardre – Two Storey Extension to Side and Rear
  - Lifelong Learning Centre, Garth Olwg – Two Storey Temporary Classroom Facility – 14 individual units stacked 7 on 7/
  - 19 Cae'r Gerddi, Church Village – Two Storey Extension

2. To note that copies of correspondence from Rhondda Cynon Taf County Borough Council had been sent to Members by the Acting Clerk regarding Maesmawr Road, where it is proposed to implement a one-way system on an experimental basis as soon as possible and that the Acting Clerk make representations to Traffic Services (RCTCBC) to ascertain if this matter can be discussed at the next meeting to be held on the 31<sup>st</sup> March, 2020 in order that the views of this Council can be put forward.

## **9. MODEL LOCAL RESOLUTION PROTOCOL**

Pursuant to Minute No.15(1) and (2) of the Council Meeting held on the 26<sup>th</sup> November, 2019, the Acting Clerk informed Members that three complaints had been made under the local Protocol. Unfortunately, these complaints had not been progressed due to the number of Member on Member complaints that have been made to the Ombudsman's Office against Members of the Council as it could be construed that the matters to be heard by the Complaints Panel would not be dealt with on an impartial basis. Therefore, in the interests of fairness and democracy, it was suggested that the membership and composition of the Complaints Panel be amended and that representations be made to neighbouring Community Councils to ascertain if any of their Independent Members would be interested in being appointed to the Panel.

A discussion ensued when it was suggested by one Member that complaints made by Members that come under the Model Local Resolution Protocol should be dealt with by another Community Council and it was **RESOLVED** – that the Acting Clerk seek advice from the Ombudsman's Office on how this matter can be progressed.

## **10. FINANCIAL REPORTS**

The Acting Clerk attached to her report the following Appendices:-

- Appendix A – Income & Expenditure up to the 31<sup>st</sup> January, 2020.
- Appendix B – List of payments made since the last meeting held on the 28<sup>th</sup> January, 2020 together with details of accounts for payments.

### **RESOLVED –**

1. To note the information contained in Appendices A and B and to the updated information circulated at the meeting in respect of additional items included in Appendix B.
2. To cancel all future payments to Centregreat.
3. To note the concerns of Members in respect of the fuel costs associated with the Council's vehicles where it was indicated by the Acting Clerk that this matter is being looked into.

These minutes were approved at the meeting of Council held on the 9<sup>th</sup> June, 2020

4. To note that in accordance with Minute No.12 of the Council Meeting held on the 26<sup>th</sup> November, 2019 cheques were signed at the meeting by Community Councillors A.Raines and G.Stacey and that two additional cheques were also signed in respect of Members Allowances (as referred to earlier on in the meeting Minute No.2 above refers).

DRAFT

**11. FINANCIAL REGULATIONS – BUDGETARY CONTROL AND AUTHORITY TO SPEND**

In accordance with paragraph 4.5 of the Council's Financial Regulations which were adopted by Council on the 17<sup>th</sup> December, 2019, the Acting Clerk informed Members of the expenditure that was incurred due to the necessity for repair works to be undertaken on the roofs of Ty Illtud and the Carnegie Parish Hall which exacerbated as a result of the adverse weather conditions over the weekend of 15<sup>th</sup>/16<sup>th</sup> February, 2020.

Outlined in the report were details of the temporary works that were to be carried out together with the costs.

At the meeting the Acting Clerk informed Members that due to the on-going inclement weather conditions, the works to both buildings will commence tomorrow (26<sup>th</sup> February, 2020).

**RESOLVED –**

1. To note the action taken by the Acting Clerk in accordance with paragraph 4.5 of the Council's Financial Regulations for the reasons as outlined in the report.
2. To note that whilst there is a limit of £1,000 that can be spent under paragraph 4.5 of the Financial Regulations, the works outlined in the report were for two separate unforeseen circumstances namely: repairs to roof at Ty Illtud £1,000 and repairs to the flat roof at the Carnegie Parish Hall £500.
3. To investigate the supply and fitting of new roofs to both premises (Ty Illtud and the Carnegie Parish Hall) which will be the subject of a report for the consideration of Members to a future meeting of the Council.

**12. EQUALITY ACT – ACCESS TO MEETINGS BY MEMBERS OF THE PUBLIC**

Following the recent re-location of the Council Chamber within the Community Council Office and taking into consideration the DDA and Equality Act, In her report, the Acting Clerk sought the consideration of Members to:-

- The provision of a portable ramp and stairlift at the Community Council
- Meetings of the Council and its Committees being held at a different venue(s).

Set out in the report were details of three quotes that had been received for the provision of a ramp and stairlift at the Community Council Office.

Following a discussion, it was **RESOLVED –**

These minutes were approved at the meeting of Council held on the 9<sup>th</sup> June, 2020

1. That a stairlift be not installed at the Community Council Office and that meetings of the Council and its Committees be held at the Carnegie Parish Hall until such time as the works are completed at Ty Illtud when future meetings will be held in that venue.
2. That a portable ramp be purchased as a matter of urgency to enable disabled people to access the Community Council Office.

### **13. GRASS CUTTING CONTRACT**

In her report, the Acting Clerk sought the Members consideration to whether tenders be sought for the above Contract or to use the same Contractor for a further year, and it was **RESOLVED** – to use the same Contractor for a further year subject to:-

- The same good level of service and competitive pricing (satisfactory inflation rates).
- That the Dell and The Rise Upper that are not in the ownership of this Council be no longer cut;
- That Tir y Craig, Tonteg and the old Allotment area at Ysgol Ty Coch be added to the contract which could result in an additional cost to the Contract.

### **14. ANNUAL PARKS INSPECTION CONTRACT**

The Acting Clerk reported that the Council has used the same Company to undertake the annual inspection and risk assessment of Llantwit Fardre Community Council's Fixed Equipped Play Areas for the past four years. Members consideration was therefore sought as to whether to use the same Contractor to undertake the Parks inspection or to seek tenders.

**RESOLVED** - that consideration of the matter be deferred to the Leisure and Amenities Committee.

### **15. VE DAY CELEBRATIONS – 8<sup>TH</sup> MAY, 2020**

The Acting Clerk informed Members that the May Bank Holiday for 2020 has changed to Friday, 8<sup>th</sup> May, 2020 for the VE (Victim in Europe) Day 75<sup>th</sup> Anniversary.

To commemorate the 75<sup>th</sup> Anniversary of VE Day, Members discussed proposals for this event and it was **RESOLVED** -

1. To hold an event to commemorate the 75<sup>th</sup> Anniversary of VE Day on the 8<sup>th</sup> May, 2020 at Ty Illtud and the `users` of both the Carnegie Parish Hall and Ty Illtud (prior to its temporary closure) and other guests be invited to an afternoon tea.
2. That the event also mark the re-opening of Ty Illtud by the Chair of the Council and a plaque be sourced.

These minutes were approved at the meeting of Council held on the 9<sup>th</sup> June, 2020

DRAFT

These minutes were approved at the meeting of Council held on the 9<sup>th</sup> June, 2020

**16. MOTION – COUNCIL MEETING – 28<sup>TH</sup> JANUARY, 2020**

Pursuant to Minute No.16(c) of the Council Meeting held on the 28<sup>th</sup> January, 2020, the Acting Clerk reported briefly on the Motion that was considered thereat and stated that discussions have commenced with EDF Energy and Western Power Distribution (WPD). Floodlighting are also trying to assist this Council and have given assurances that any outstanding amounts that have been paid and when identified will be reimbursed.

It was reported that this is a complex issue which has been exacerbated by the fact that paperwork for the period during 2017/18 from Centregreat cannot be found.

**RESOLVED** - that the matter be deferred for a more detailed report on receipt of information and clarification from the companies concerned.

**17. PRESENTATION – COMMUNITY COUNCILLOR L.WALKER – TY ILLTUD**

It was suggested by Community Councillor L.Walker that following completion of the works at Ty Illtud, the building be run by a Management Committee as like Tonteg Community Centre which is fully booked each day of the week. If this was to be agreed the Community Council would operate it at `arms length` as it would be run by members of the public and the Chair of the Management Committee could be an elected Member of this Council.

The Acting Clerk updated Members on the works that have been carried out to the building and indicated that a report will be presented to Members shortly in relation to the virement of money as new furniture and further works are required before it can be opened for bookings etc. She also reported the necessity to dispose of the `highbacked` chairs as it would be too costly and timely to bring them up to the required standards.

**RESOLVED** – to note the information at this stage in time.

**B.JAMES**

**CHAIR**

**The meeting closed at 8.40 p.m.**

Signed \_\_\_\_\_ Date \_\_\_\_\_

These minutes were approved at the meeting of Council held on the 9<sup>th</sup> June, 2020

DRAFT