

# LLANHARRY COMMUNITY COUNCIL

MINUTES OF MONTHLY MEETING HELD ONLINE ON WEDNESDAY, 13<sup>TH</sup>  
MAY, 2020 AT 7.15 P.M.

PRESENT: COUNCILLORS: I CLARIDGE(CHAIR); P CLARIDGE; E COATES; J DILWORTH; N EVANS; L MANCHIP AND G LEWIS (CLERK).

## 1. ELECTION OF MEMBER TO PRESIDE IN THE ABSENCE OF THE CHAIR AND VICE-CHAIR

The Chair was present and welcomed members to the first online monthly meeting. He thanked them for their forbearance in these difficult times.

## 2. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor Parsons.

## 3. DISCLOSURE OF INTERESTS

No interests were declared.

## 4. REPRESENTATIONS FROM MEMBERS OF THE PUBLIC

No members of the public were present.

## 5. COMMUNITY POLICING

Members asked that the Clerk report instances of speeding vehicles and bikes along the Main Road later at night.

## 6. CONSIDERATION AND APPROVAL OF ACCOUNTS FOR PAYMENT

### 6.1 Payment of Accounts

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**Resolved:** to make payment of all the accounts listed below:

RCTCBC	Trade Waste Collection	41.17
TalkTalk Business	Telephone & broadband	57.54
Wages	April	1109.77
HMRC	Tax & NI	138.43
Office Rental	April	100.00
Marcon Services	Grounds Maintenance Contracts	1469.99
P&P Gardens	Cemetery Grounds Maintenance	375.00
RCTCBC	Ambulance Hall Rates	140.00
Dwr Cymru Welsh Water	Water @ Cemetery	19.38
Dwr Cymru Welsh Water	Water @ Ambulance Hall	40.40
Dwr Cymru Welsh Water	Water @ Fforest Road Allotments	74.52
Auditing Solutions Ltd	Final Internal Audit Fee	402.00
Amazon UK	Webcam	39.99

Members also confirmed the following payments which were made in April

ICO	Data Protection Registration	35.00
RCTCBC	Trade Waste Collection	41.13
TalkTalk Business	Telephone & broadband	57.54
Came & Company	Insurance 2020/21	2481.90
Wages	April	1109.77
HMRC	Tax & NI	138.43
Office Rental	April	100.00
Marcon Services	Grounds Maintenance Contracts	1469.99
P&P Gardens	Cemetery Grounds Maintenance	375.00
RCTCBC	Ambulance Hall Rates	140.00
SSE/SWALEC	A/Hall Electricity	-48.75
SSE/SWALEC	A/Hall Electricity	137.47
Printerland	HP Office Jet Pro Printer	154.60
Zoom	Pro - Video conferencing	14.39

## 6.2 Bank Reconciliation

**Resolved:** to accept the bank reconciliation for March and April.

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6.3 GFMAR2020/BUDMAR2020 & GFAPR2020/BUDAPR2020

**Resolved:** to accept the GF Sheets/Budget Estimate for March & April.

7. EXAMINATION AND CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

The minutes of the Audit Meeting and Monthly Meeting held on 11<sup>th</sup> March and the Special Meeting of the 30<sup>th</sup> April were confirmed.

8. SIGNATURE OF MINUTES OF PREVIOUS MEETINGS

The minutes of the meetings will be signed at a later date.

9. MATTERS ARISING

9.1 Playing Field/AFC Matters

AFC

Confirmation has been received from Llanharry AFC that fixtures are suspended until at least 15<sup>th</sup> May.

Play Area

The Clerk confirmed that the play area was currently closed and had been since Monday 23<sup>rd</sup> March in line with Public Health Wales guidelines. An inspection was carried out in April but the May one has been cancelled. Urban Recreation has been given the go-ahead to carry out the necessary repairs and the June inspection is scheduled to go ahead under the assumption that outdoor play areas might be re-opened sometime that month.

RoSPA will be carrying out the Annual Inspection of the play area sometime in June.

9.2 Matters at Tylagarw

To be taken off the agenda.

9.3 Items for the newsletter

To be taken off the agenda.

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9.4 Consideration of the Installation of CCTV at the Cemetery

To be kept on the agenda.

9.5 Lack of Screening Along the M4

To be removed from the agenda.

9.6 Path at Fforest Road Allotments & Site Meeting 23<sup>rd</sup> January 2020

The Clerk was asked to contact the contractor inquiring as to his position about removing the defective path and re-laying.

9.7 CONSIDERATION OF THE ASSET TRANSFER OF LLANHARRY COMMUNITY CENTRE

To be kept on the agenda.

9.8 CONSIDERATION OF THE PROVISION OF A 3G PITCH

The following estimate has been received from RCTCBC:

“As a guide a 3G pitch on a green field without problem works out at between £65 - £70 per square metre plus approximately £40,000 for fencing and £50,000 for floodlights.

10. TO RECEIVE REPORTS FROM MEMBERS OF OUTSIDE BODIES AND COMMITTEES

No reports were received.

11. CORRESPONDENCE

**Resolved:** to note the following correspondence:

**Planning Aid Wales**

Community-led Housing: Innovation & Opportunities - 30th March 2020, Llangennech;  
Update from our Chief Executive;  
Planning Aid Wales gains national attention.

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**Llanharry AFC**

Cancellation of fixtures until 4th April;  
Suspension of all domestic football in Wales extended.

**Jason Palmer, SWA** – permission to enter the playing field to cut hedge away from overhead power lines.

**Play Wales**

Events 2020;  
Publications: Playing actively in and around the home;  
Publications: Children's storybook published today;  
Play Wales e-bulletin – April 2020;  
Publications: New top tips - playworking and coronavirus;  
Publications: Fun in the dungeon - available to read online;  
E-bulletin survey 2020;  
Supporting our sector;  
New top tips - playing and well-being;  
Play Wales e-bulletin – May 2020;  
Playworking and coronavirus ;  
Playday 2020 theme announced.

**Auditing Solutions**

Remote audit;  
Internal audit (IA) arrangements 2019-20 under Corona Virus considerations;  
Critical information concerning the 2019-20 Year End Internal Audit.

**Keep Britain Tidy**

Coronavirus (COVID-19) - Great British Spring Clean guidance;  
Join us for the Great British September Clean - 11-27 September 2020.

**One Voice Wales**

Coronavirus Message to ALL Community and Town Councils – forwarded on 19/03/2020;  
Covid19 information 19/03/2020;  
Coronavirus Pandemic – Urgent Survey Request;  
Volunteering Guidance for Local Authority Contact Staff;  
Covid 19 Crisis - Governance Update – forwarded on 25/03/2020;  
Written Statement by the Welsh Government: The Government’s approach to legislation in light of COVID-19;  
COVID-19 update from Public Services Ombudsman for Wales;  
Arrangements for funerals and crematoriums;  
Financial And Governance Arrangements – forwarded on 05/05/2020;  
Post Office Payout Service;  
Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020;

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Guidance To Support Remotely Held Meetings;  
Latest COVID 19 briefing 24 April 2020;  
Welsh Government COVID-19 bulletin;  
COVID 19 Financial Impact Survey;  
Question and Answer Brief - The Local Authorities (Coronavirus);  
COVID-19 - Dietician and Nutrition advice on food parcels & meals;  
INDEPENDENT REMUNERATION PANEL FOR WALES – ANNUAL RETURN;  
Applications For Local Places For Nature Re-Opened To Community And Town Councils: Next  
Deadline 26 May 2020.

**Steve Shaw, Powerforpeople.org**

Request for your help with the Local Electricity Bill;  
2nd Request for your help with the Local Electricity Bill.

**RCTCBC**

Play Parks Closures;  
Members' Update 25/03/2020;  
Members update 26.03.20;  
Cemetery Opening;  
Wellbeing Helpline;  
Community Infrastructure Levy income for period 01-10-19 to 31-03-20 (Nil);  
Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020;  
Wellbeing Helpline – forwarded 05/05/2020;  
Remote Meeting Guidance – forwarded on 23/04/2020;  
Zoom Guidance – forwarded on 23/04/2020;  
Members Update 12.05.20

**Welsh Hearts** - Welsh Council Defibrillator Drive for Rhondda Cynon Taf.

**RoSPA** - Notification of play area inspection in June for Llanharry Community Council.

**Fields in Trust**

Email bulletin;  
Fields in Trust keeping kids connected to parks and green spaces;  
Bringing The Park to You this spring.

**Wales Audit Office**

COVID-19 and the audit of 2019-20 accounts – forwarded 05/05/2020.

**Came & Company Insurance**

Working together with your organisation;  
Latest insights from Came & Company Local Council Insurance.

**Local Boundary & Democracy Commission for Wales** - Review Of The Electoral Arrangements For The County Borough Of Rhondda Cynon Taf – forwarded 26/03/2020.

**Countryside Alliance** - Introducing the Countryside Alliance COVID-19 Hub.

**Information Commissioner’s Office** – Data Protection - Renewal confirmation.

**Welsh Councils Audits**

Audit Letter and Annual Return;  
Audit update 20-4-2020.

**SLCC**

Virtual Meetings Regulations;  
The Clerk, magazine.

**Mrs L Pascoe** – Flowers at Elm Road bungalows – copy sent by email. Due to the Covid 19 crisis members agreed to this request to try and brighten the outlook as the majority of residents are shielding due to their age or underlying health conditions.

**Clerks & Councils Direct** – publication.

**John Griffiths**

Email regarding condition of cemetery after re-opening of an existing grave.

**Huw Rees**

Email regarding damage to gate and trespass on private land.

**12. PLANNING**

The following was noted:

**Planning Lists** from 3<sup>rd</sup> – 9<sup>th</sup> March.

**Correspondence from RCTCBC Planning Department:**

Town and Country Planning Act 1990 / Town and Country Planning (Development Management Procedure) (Wales) Order 2012:

Application 20/0320/10 - Garage / workshop - Brynteg Farm, Llanharry Road, Llanharan, Pontyclun, CF72 9LH

20/0297/10 -Conversion of an internal garage into an extra room - 43 Meadow Way, Tyla Garw, Pontyclun, CF72 9FS

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20/0319/10 - Garage disabled adaptation and associated single storey link extension - Fforest House, Fforest Road, Llanharry, Pontyclun, CF72 9GQ

20/0375/10 - Erection of two Class B1/B2/B8 units and associated parking - Units 14 & 15, Hepworth Business Park, Talbot Green, CF72 9DX.

*No comments were made on the applications listed above.*

**13. GRANTS**

Resolved: that the Council in accordance with its powers under Section 137 of the Local Government Act 1972(amended), should incur the following expenditure which, in the opinion of the Council, is in the interest of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:

Llanharry Allotment Association.....£500

**14. CONSIDERATION OF QUOTATIONS FOR WAR MEMORIAL RAILINGS**

Three quotations were received from David Ogilvie, D&S Fabrications and CAG Ironworks.

It was resolved to accept the lowest quotation, that of CAG Ironworks.

**15. UPGRADING THE ELECTRIC HEATERS ANDE EXTERIOR LIGHTING AT THE AMBULANCE HALL**

No prices are available at the moment.

**16. CONSIDERATION OF INSTALLING A GATE AT THE BOTTOM OF THE ACCESS INTO THE PLAYING FIELD**

A number of reports have been received regarding vehicles parking in this area and purported drug use. It has therefore been suggested that the landowners are contacted with a view to installing a lockable gate to prevent this. It was agreed by members that the Clerk firstly contact the landowners concerned for their agreement and then obtain the costs of purchasing and installing a gate.

**17. CONFIRMATION OF THE ACTIONS OF THE CLERK IN RE-ENGAGING THE SERVICES OF MARCON FOR THE WATERING OF THE BASKETS & PLANTERS**

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The Clerk confirmed that the charge would be the same as last year plus the cost price of fertilizer which is to be added to the water. Members confirmed the action of the Clerk.

**18. CONSIDERATION OF FINAL INTERNAL AUDIT REPORT**

A copy of the report was circulated by email prior to the meeting to all members.

The Chair commended the Clerk on her exemplary work again this year and also gave thanks to the Audit Committee for their hard work.

Members noted the report.

**19. APPROVAL OF THE ANNUAL RETURN AND GOVERNANCE STATEMENT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**

Members approved the Annual Return and Governance Statement, a copy of which was circulated by email prior to the meeting to all members along with the Explanation of Variances report.

**20. APPROVAL OF THE INCOME AND EXPENDITURE ACCOUNT & BALANCE SHEET FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**

Members approved the Income and Expenditure Account & Balance Sheet, a copy of which was circulated by email prior to the meeting to all members along with the Notes to the I & E and Balance Sheet.

**21. ANNUAL GENERAL MEETING**

The Clerk informed members that she currently has no intention to call the AGM whilst the social distancing measures are in place, but that the situation would be constantly reviewed.

**22. CONFIRMATION OF THE DATE OF THE NEXT MEETING OF THE COUNCIL**

Resolved: the date of the next ordinary meeting is confirmed as Wednesday, 10<sup>th</sup> June 2020.

The meeting closed at 8.00 p.m.