

MINUTES OF PONTYPOOL COMMUNITY COUNCIL
VIRTUAL FULL COUNCIL MEETING
WEDNESDAY 22ND JULY 2002

In attendance:

Councillor: Mrs R. Matthews (In the Chair)

Councillors in attendance: Mrs E. Chilcott JP, Miss L. Clarkson, G. Davies, Mrs G. E. James, Mrs E. Hunt, D. K. James, N. Jones, J. Killick, R. Mills, A. Laing, R. Overton, Mrs N. Parrish, B. Rapier.

Officers: Mrs R. Tucker, Mrs A. Ambrosen, Mrs C. Challenger, Mrs R. Cronin, Mrs L. McMail

368

Apologies

Apologies were received from Councillors: Mrs K. Arthur, Mrs J. E. Jones, R. Mills, N. Simons, B.M. Taylor JP, Mrs J. Taylor.

369

Declarations of Interest

Councillors N. Jones, G. Davies, N. Parrish and G. James declared an interest on any item on the agenda relating to Torfaen County Borough Council.

RESOLVED: that the declarations of interest be recorded.

JW

370.

Full Council

The Council received the minutes of the Council meeting held on the 24th June 2020. With reference to minute 357 The Chair of Events and Finance and Events Manager proposed that due to the current situation with Covid 19 that the Christmas Cavalcade be cancelled for 2020. All members agreed.

RESOLVED: that the Minutes of the Full Council Meeting held on the 24th June 2020 be confirmed as a true record.

(ii) minute number 357 – that the Christmas Cavalcade be cancelled for 2020 due to Covid 19.

371. **Receipts & Payments**

The Committee received the schedule of Receipts and Payments for April and May 2020.

RESOLVED: that the schedule of Receipts & Payments for April and May 2020 be approved.

CC

372. **Credit Card Payments**

The Council approved all credit card payments made in April and May (attached as an appendix to the minutes)

RESOLVED: that the credit card payments as outlined be approved.

CC

373. **Internet Banking & Bacs payments**

The Council received a report from the Accountant on Internet Banking & Bacs payments.

The Chair of Events stated that she had read the report but would need more information on the proposed procedures to be taken for instance who would do what, data protection procedures etc before she could support the recommendations. The Chair of Events asked the Chair of Policy and Finance to explain the procedures so that she had a better understanding.

The Chair of Policy and Finance explained that in the past some organisations had not paid in the cheque awarded to them by the Council to their bank and this in turn had made more work for staff to cancel the cheques or re issue them.

The process of using Bacs payments and Internet Banking would eliminate this issue plus drastically reduce the need for cheque writing and signing which is time consuming for staff.

For LVF the process would be that members complete the current form as normal and then staff members would contact the organisation for their bank details.

For all other forms of funding the process would be that organisations would be asked for their bank details via an addition to the current application form.

Members themselves will not need to gain the bank details from the organisations.

The Chair of Events thanked the Chair of Policy and Finance for her good explanation and stated she felt that she now understood the proposed process. The Chair of Events asked how the organisations would know which Member of the Council was donating to them.

A Member explained that Bacs payments and Internet Banking offer the chance to insert a reference upon making the payment so the recipient will know who the payment is from.

Both the Chair and Vice Chair of Policy and Finance stated that an email could also be sent to the organisation to inform them of the payment.

The Chair of Policy of Finance stated that the Council needs to devise a process for Internet Banking and Bacs payments and this process be placed on the August Council Agenda for approval.

RESOLVED: that Council devise a process for Internet Banking and Bacs payments and this process be put on the August Council Agenda for approval.

**LM/
CC**

Planning Applications

374.

Members received and considered Torfaen County Borough Council Planning Applications.

RESOLVED: that observations as outlined be submitted to Torfaen County Borough Council.

**AA/
CP**

374. **Planning Determinations**

Members received and noted Torfaen County Borough Council planning determinations including reasons for approvals or refusals.

AA/
CP

RESOLVED: that the planning determinations be noted.

375. **Events**

The Council received a report updating members on the Poet of Pontypool and Photography Competition respectively. The Chair of Events explained that to date there were 48 entries to the poetry and short story competition and 37 entries to the photography competition.

The Judges have been sent the entries and the results will be available soon.

The Deputy Leader stated that the number of entries received were the most the competition had had in a while.

The Chair of Events proposed that another competition/virtual event could be run in the Winter via Social Media platforms and asked Members to send any ideas to the Events Officers regarding this. All agreed.

The Deputy Leader stated that he thought this was a great idea and that the prize money could be taken from the Cavalcade budget.

The Leader suggested that a Christmas competition for Businesses in the Town still be held this year. All agreed.

The Chair of Events enquired into the time frame for Testimonial nominations. The Clerk stated that the nomination are usually sent out prior to the Sept/Oct Council.

RESOLVED: (i) that the report be noted.
(ii) that a Winter competition be held via Social Media platforms and Members send their ideas to Events Officers.
(iii) that the Business Christmas Competition take place as usual this year.

CC
AA/
RB

376. **Local Voluntary Funding**

Local Voluntary Funding was confirmed as follows and all applications have been vetted by the Finance & Events Manager. The Finance and Events Manager apologised as she had accidentally omitted another LVF request from Councillor Mrs G. E. James for Royal British Legion for £100. Members agreed to approve this request.

Cllr Mrs G. E. James

Pontypool Park Bowls Club - £100.00

s. 19

Ysgol Feithrin Pontypŵl - £150.00

Cllr R. Mills

New Inn Stroke Support Group - £500.00

RESOLVED: that the Local Voluntary Funding as outlined above be approved.

CC

377. **Welsh Government**

Members received a letter from Ms J. James, Minister for Housing and Local Government at the Welsh Government in relation to Covid 19. The Deputy Leader suggested that if Members had any ideas on supporting future post-Covid recovery and reconstruction in Wales, they send them to the Clerk by Friday 31st July and she will submit them.

RESOLVED: if Members had any ideas on supporting future post- Covid recovery and reconstruction in Wales, they send them to the Clerk by Friday 31st July and she will submit them.

RT

378. **Annual Report**

Members were asked to approve the Council's Annual Report for 2019/2020. The Chair of Events stated that she thought the annual report was extremely impressive and all the Council achievements had been included in the report. She asked that the Council thank the Assistant Clerk who took the lead on producing and compiling the report and that all staff who had an input with the contents of the report also be thanked.

The Chair of Policy and Finance also stated that she thought the annual report was very good and well put together and thanked all staff that had an input in to the report.

The Chair of Council stated that she was very impressed by the comprehensive report and it stated what the Council do in an easy to follow format. The Chair thanked the Assistant Clerk for producing the report and all staff that had an input in assisting with the report.

RESOLVED: (i) that the annual report be approved.
(ii) that the Assistant Clerk be thanked for producing the report and all staff who had assisted with the contents also be thanked.

Chair