

**MINUTES OF FULL COUNCIL MEETING**  
**HELD VIRTUALLY OVER TEAMS ON**  
**WEDNESDAY 28<sup>TH</sup> OCTOBER 2020**

**In attendance:**

Councillor: Mrs R. Matthews (In the Chair)

Councillors in attendance: Mrs E. Chilcott JP, G. Davies, Miss L. Clarkson, Mrs E. Hunt, Mrs G. E. James, K James, N. Jones, A. Lang, R. Overton, Mrs N. P. Parrish, B. Rapier

Officers: Mrs R. Tucker, Ms J. Wright, Mrs C. Challenger, Mrs R. Cronin

15. **Questions from the Public**

There were no questions from the Public.

16. **Apologies**

Apologies were received and accepted from Councillors Mrs K Arthur, Mrs J. E. Jones, N. Simons Mrs J. E. Taylor and B Taylor.

**RESOLVED:** that the apologies be noted.

17. **Declarations of Interest**

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

**RESOLVED:** that the declarations of interest be recorded.

**JW**

18. **Council meeting**

The Council received the minutes of the Council meeting held on the 23<sup>rd</sup> September 2020.

**RESOLVED:** that the minutes of the Full Council Meeting held on the 23<sup>rd</sup> September be confirmed as a true record.

19. **Policy & Finance**

Members received the minutes of the Policy & Finance meeting held on the 14<sup>th</sup> October 2020. These were approved as a true record subject to the recommendation of minute 432 reading Torfaen's Play Service not Youth Service.

A member also made reference to minute 426 regarding Desktop Computer and thought it was a laptop that had been agreed to be purchased not a Desktop. The Finance & Events Manager stated that it had been agreed that a Desktop computer be purchased for the Clerk due to her mobility issues and a report in relation to the purchase of a separate laptop for the office was going to the next Policy & Finance Committee on the 4<sup>th</sup> November.

The Chair of Policy & Finance stated that the minutes of the last meeting were recorded if any member(s) needed clarification.

**RESOLVED:** that the minutes of the Policy & Finance meeting held on the 14<sup>th</sup> October 2020 be confirmed as a true record subject to the appropriate amendment being made as outlined and the information noted.

**JW**

20. **Planning & Environment**

The Council received the minutes of the Planning & Environment meeting held on the 21<sup>st</sup> October 2020. It was agreed that in future if there were any documents or reports that needed to follow in relation to an agenda that these be sent separately from the Teams Invite to a meeting. After a short discussion it was agreed that members be asked how they wished to receive their Council/Committee papers in future.

**RESOLVED:** that the minutes of the Planning & Environment meeting held on the 21<sup>st</sup> October 2020 be approved as a true record and the action as outlined be taken.

**ALL  
STAFF**

21. **Budget Day**

The Committee was asked to consider a date and time for the budget day. It was agreed that it take place on Tuesday

8<sup>th</sup> December at 6.00 pm virtually over Teams to accommodate members who work during the day. The Clerk informed the meeting that obviously the Accountant would need a meeting(s) with Officers in the first instance, then meetings with the Chair and Vice-Chair of Policy & Finance in order that all papers can be put together for the Budget for 2021/2022 for members consideration in order that all decisions can then be approved at a Special Policy & Finance meeting following the Budget day

**RESOLVED:** that the budget day takes places on Tuesday 8<sup>th</sup> December at 6.00 pm virtually over Teams.

**RT/CC/  
LM**

22. **Appointment of Adjudicator for the LGPS**

The Council was asked to appoint an Adjudicator for the Local Government Pension Scheme as per the -email from A. Brooks, Senior Pension Support Officer at Torfaen. It was agreed that either the Clerk or Mrs CC the Finance Manager be appointed to the role. The Clerk stated she would need to speak with the Finance Manager and report back to the next meeting. This was approved by Council.

**RESOLVED:** that this item be reported back at the November Council meeting.

**RT/CC  
JW**

23. [Footnote: The Clerk is the nominated LGPS Adjudicator]  
**Motion**

The following motion has been given due notice for consideration at full Council:

“To debate and identify how unspent Community council funds can be used within the Community Council’s remit to support Community Halls, local organisations and Sports Clubs to weather these extraordinary times”

Councillor Clarkson stated that as there had been a request at the last Council meeting for a report to be brought back by the Accountant and Finance Officer to the next Policy & Finance meeting on the 4<sup>th</sup> November in respect of unused funds this financial year, she would await the outcome(s) of that meeting before asking the Council to consider calling an extraordinary meeting to discuss her motion if no agreement is reached at that meeting.

**RESOLVED:** that the information relayed by Councillor Clarkson in relation to her motion be noted.

Chair of Council