

MINUTES OF FULL COUNCIL MEETING
HELD VIRTUALLY OVER TEAMS ON
WEDNESDAY 24th MARCH 2021

In attendance:

Councillor: Mrs G. James (In the Chair)

Councillors in attendance: Mrs E. Chilcott, Miss L. Clarkson, Mrs E. Hunt, N. Jones, J. Killick, A. Lang, R. Overton, Mrs N. P. Parrish, B. Rapier

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

Also in attendance: Miss O. Williams, Pontypool Community Council Youth Worker

The Deputy Leader recommended that the Leader be Chair for the meeting in the absence of the Chair of the Council and he would act as Leader which was unanimously approved by members.

The meeting was recorded for minute taking purposes as agreed by all members present.

The Chair outlined the personal circumstances in relation to why Councillors N. Byrne & N. Simons had been unable to attend Council/Committee meetings for some time.

184. **Questions from the Public**

No questions from the public had been received.

185. **Apologies**

Apologies were received and accepted from Councillors Ms K. Arthur, N. Byrne, Mrs J. E. Jones, Mrs R. Matthews, Mrs J. G Taylor, B Taylor JP and N. Simons.

RESOLVED: that the apologies be noted.

JW

186. **Youth Project**

Miss O. Williams introduced herself to the Council as the new Youth Worker for Pontypool Community Council. She informed the meeting that since taking up post she had undertaken a lot of networking. (Olivia will provide Jane with

a report which she will attach as an appendix to the minutes).

RESOLVED:

(i) that the new Youth Project Worker for Pontypool Community Council Miss O. Williams be welcomed officially to the Council.

(ii) that the information and report from Mrs O. Williams be received and welcomed.

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187. **Declarations of Interest**

Councillors 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. Councillor J. Killick also declared an interest in any item on the agenda relating to Torfaen County Borough Council as a standing member for the County Borough Council.

RESOLVED: that the declarations of interest be recorded.

JW

188. **Council**

The Council received the minutes of the Council meeting held on the 24th February 2021. Both Councillor Killick and Councillor N. Jones made reference to Option 3 on page 12 that Mr L. Puddy had put forward in relation to CCTV funding costs.

Councillor Killick informed the meeting that he still wasn't really clear on how much the Borough Council was asking for from the Community Council, he assumed it was the £4150.00 plus inflation but was unsure what the meaning was within the text that had been presented so he felt there needed to be an extra level of clarity of what is wanted from Pontypool Community Council now and what is expected in the future especially if funding runs out at Torfaen for the provision of CCTV cameras.

Councillor N. Jones informed the meeting that it would appear that although Option 3 had been recommended by Torfaen he was unaware that a vote had taken place on any of the options outlined in the report, so as such this still remained very much

a consultation report which was agreed by members. The Finance & Events Manager informed the meeting that a letter had been sent after the last Council meeting to Mr Puddy in relation to costings but to date no reply. It was therefore agreed that a further letter be sent asking Mr Puddy to clarify the following:

1. To confirm the immediate costing for Pontypool Community Council- is it the full £4185?
1. To confirm the costs Torfaen are expecting PCC to pay in the future on a yearly basis.
2. To confirm what Torfaen are asking to be the responsibility of PCC in Option 3. If they see any of it as the responsibility of PCC, will that change from year to year?
3. Specifically, in 2021/22 what is the total amount they are asking PCC to contribute?

It was agreed that as soon as a reply is received that this be placed on Council in order that a proper discussion and vote can take place on the information provided.

RESOLVED:

(i) that the minutes of the Council meeting held on the 24th February be approved as a true record.

(ii) that the Finance & Events Manager contacts Mr Puddy as outlined above for further clarification on his responses.

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189. **Policy & Finance**

The Council received the minutes of the Policy & Finance meeting held on the 3rd March 2021 which were approved as a true record. In relation to minute 161 LVF the Leader requested that wherever possible if members could try and make a conscious effort to use all their LVF funding by January at the latest. He explained the reason for this is that the end of the financial year February/March is a very difficult time for Officers because of drawing together the annual budget, in addition a lot of research needs to be done acquiring bank details of the organisations that money is being paid into which can be extremely time consuming.

RESOLVED: that the minutes of the Policy &

CC

Finance meeting held on the 3rd March 2021 be approved as a true record and the information in relation to LVF funding be noted.

190. **Planning & Environment Committee**

The Council received the minutes of the Planning & Environment Committee held on the 10th March 2021.

Councillor N. Jones made reference to several planning applications in relation to New Inn Upper on page 26 and asked that it becomes a standard requirement that the comments in relation to applications for New Inn Upper be changed to “No observations” and that this is the case for all future New Inn Upper applications.

RESOLVED: (i) that the minutes of the Planning & Environment meeting be approved as a true record.

(ii) that comments in relation to New Inn Upper applications where there are no remarks to be made state “No Observations” instead of “No Objections” in future.

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191. **Events**

The Council received the minutes of the Events Committee held on the 17th of March 2021. The Chair of Events referred to minute number 180 of the minutes - Art Photography/Competition; she was pleased to inform Council that the art competition had been advertised in the Free Press that day and that the number of photography entries had increased from 14 to 24. In relation to minute 181 she stated that the recommendation should read the date for Party in the Park 2022 will be Saturday 9th July not the 10th of July.

Reference was made to minute 182 - Well Being Activity day. The Finance & Events Manager informed the meeting that the schools would be contacted to enquire if they are interested in attending the Well Being Activity Day at the beginning of September and she would bring a report to the April Events meeting in relation to the feedback from schools.

RESOLVED:

(i) that the information as outlined by the Chair of Events and Finance & Events Manager in relation to events and competitions be noted.

(ii) that the minutes be approved as a true record subject to recommendation minute 181 being amended to read the date for Party in the Park 2022 will be Saturday the 9th of July instead of Saturday the 10th of July.

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192. **Summary of key provisions of the Local Government and Elections (Wales) Act 2021 for the Community and Town Council Sector**

The Council received information from One Voice Wales in relation to important legislation from the Senedd to the above item. The Leader explained that a lot of these changes take place on the 5th of May 2022, but these are things that the Council need to be preparing for now. It is very important that, as a Council, we understand that we have to prepare for some of these over the next 12 months.

He added that, over the next 12 months, the Council continues to identify a power to act for any activity it undertakes. However, after that time the Council only has to identify a power if there is a statutory restriction against the Council doing something. This makes preparation for meetings more straightforward in describing Council work.

He made reference to the consultation on the guidelines as to the qualification needed by a Clerk. From the document it is expected that this will be a CILCA certificate. He, therefore, suggested that, through the Clerk, the Council should become involved in this discussion. All Council staff should be encouraged to take part in working towards the CILCA certificate and be aware that the Council will fund them to undertake that qualification. He added that it was very important that the Council has people within its organisation who have the qualifications that may well be necessary to apply for such posts in the future.

Another important item outlined in the document was in relation to public participation, he stated that the Council doesn't need to have a policy on this, however it does need to discuss how it actively encourages the public to engage.

In addition, the Council has to prepare and publish a report at the end of April 2022 on the work of the Council listing its priorities, activities and achievements. He stated that the Council can easily report on its activities and achievements but he is not sure if it has ever been clarified what the Council's priorities are and this will be something that would need to be looked into and discussed in depth and the matter should be referred to Policy and Finance.

There is also a need to consider training from May 2022 for both Councillors and staff and for the Community Council to have a plan in place during 2022. The incoming Council will need to be prepared for doing this and that preparation needs to be done during 21/22 so that the plan can be written from May 2022 and published in November 2022.

Councillor N. Jones made reference to a few things he noticed that were being implemented from 1st April 2021 and wanted the Council to be mindful of any guidance and information being sent by external organisations, also relating to points 11 – 17 of the report. The Clerk stated that this has been sent by One Voice Wales who she is in frequent contact with so she would ensure that the Council is kept up to date with the changes.

Because of the importance of the document and the amount of work that will be involved it was agreed that an item be placed on the next Council agenda to set up a working party to deal with it following which it becomes a standard item on each Council meeting to approve or otherwise the actions and recommendations of those working party meetings.

RESOLVED:

(i) that the information as outlined in relation to this important document be received.

(ii) that an item is placed on the next Council meeting to set up a working party to discuss the detailed work that will need to be undertaken by the Council.

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193. **Planning Applications**

Members received and considered Torfaen County Borough Council Planning Applications. The Finance & Events Manager informed the meeting that the Vice-Chair of Planning

& Environment had asked for an amendment to be made to the observations in relation to planning application 21/P/0104 to read as follows:

“concerns raised re dimensions of living room and bedrooms which may be considered small by national standards; comments received are that overall, the dimensions would make it difficult to incorporate internal storage space, space for quiet study, externally there seems a lack of space for recreation, bin storage, clothesline etc. as would be expected for family occupancy”.

RESOLVED: that observations as outlined on the attached list be submitted to Torfaen County Borough Council with the amendments as outlined above.

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194. **Local Voluntary Funding**

The Committee was asked to confirm the following Local Voluntary Funding applications. The Chair of Policy & Finance made reference to two LVF application forms missing for Councillor N. Byrne although they had been listed on the sheet and enquired if they had been vetted. The Finance & Events Manager stated that she could confirm that all LVF applications had been scrutinised by herself. It was therefore agreed that the Local Voluntary Funding as listed be approved:

Cllr Mrs K. Arthur

Fairfield United - £500.00

Garndiffaith Gleemen - £200.00

Garndiffaith Local History Society - £ 250.00

Pontypool Museum - £200.00

Talywain OAP Hall - £350.00

Local Government Act (Miscellaneous Provisions) Act 1976
s.19

Friends of Garnteg - £250.00

Friends of Ysgol Bryn Onnen - £250.00

Llanerch Memorial Fund - £250.00

Ty a Fi - £200.00

s.137 LGA 1972/Power of Well Being s2 LGA 2000

Cllr N. Jones

New Inn Community Association - £360.00
New Inn Neighbourhood Watch - £500.00
Panteg Cricket Club - £200.00
Pontypool Retired Men's Society - £300.00
Local Government Act (Miscellaneous Provisions) Act 1976
s.19

1st Panteg St. Mary's Scouts - £500.00
Poplar Avenue Allotments - £220.00
New Inn Allotments - £220.00
s.137 LGA 1972/Power of Well Being s2 LGA 2000

Cllr N. Byrne

Mind - £250.00
Ataxia UK - £250.0
Charities Act 2011 ss 298-303 Local Government Act 1972
(s139(1))

Councillor N. Jones stated that he didn't know whether it was the right place to bring it up under the item on Local Voluntary Funding in that he had read with interest the information from One Voice Wales in respect of funding of churches. He stated that it is very clear that the Council cannot give anything towards the operational costs of churches but he felt that there is some wiggle room with regards to some of the charitable work that they do and he had read through the Acts of Parliament. He could see nothing in there that prohibited Council funding the charitable works that they undertake, as long as the funding doesn't go towards maintaining the church or the land or making any form of profit for the church. He felt the church(es) themselves do some very good community-based project work and if possible he would like to have a direct way to donate to those charitable works that they do in the community. Councillor Rapiet stated that he would not be happy to award funding to churches under any circumstances.

The Clerk informed the meeting that she had spoken to the Assistant Clerk earlier that day and a directive had been sent from One Voice Wales in relation to the funding of churches. It was therefore unanimously agreed that as this was not an agenda item that should be placed on the next Policy & Finance Committee with the information from One Voice Wales for discussion.

RESOLVED:

(i) that the LVF applications as outlined be approved.

(ii) that an item be placed on the next Policy & Finance meeting with the directive from One Voice Wales in relation to the funding of churches.

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JW

195. **Governors**

The Council received an e-mail from Governor Support informing the Council that Councillor Mrs J. Taylor had resigned her position as a governor on George Street School. It was therefore agreed that a memo be sent to all members to enquire if there was any member who wished to take up this position and this be placed as an agenda item on the next Council meeting in April.

RESOLVED: that a memo be sent to all members as outlined above and this be placed as an item on the April Council meeting.

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196. **A Litter & Fly Tipping Free Wales**

The Council received a response compiled by the Vice-Chair of Planning in relation to the Fly Tipping consultation document from the Welsh Government. It was agreed that the response be approved subject to the heading being amended to comments to the Welsh Assembly instead of One Voice Wales. The Leader also added that he would like to add two things to the document which had been a request from a resident in his ward. She had stated, in relation to the amount of litter waste that comes from fast food premises where waste gets thrown out of car windows or dumped in the community etc. that Welsh Government should impose on fast food providers the requirement to have a facility to take the car registration number which would then be displayed on the food packaging. If the packaging is then discarded there would be a way to track the litter back to the vehicle and the person(s) responsible.

Councillor Jones wanted to highlight in particular the 3rd and 4th paragraph regarding household waste and although there

is an easy temptation for residents to dispose of their waste no alternative solutions are offered. He explained that he has had several enquiries from residents in relation to waste disposal especially during this last year with COVID. With the waste transfer station re-opening he stated there should hopefully be a reduction in fly tipping. However, he explained that a gentleman had contacted him to state that there was a 6 week wait to have a bulky item collected, therefore while there is an easy temptation to fly tip or contact potentially unscrupulous waste disposal people there needs to be a body of work undertaken to find some solutions to this problem and recommended looking at how this can be done.

The Chair and Cllr Parrish stated that, in difficult times and circumstances, the Refuse Team had done a good job.

RESOLVED:

(i) that the response from the Vice-Chair of Planning be approved to be sent to the Welsh Government with the additional comments included.

197. **Torfaen Replacement Local Development Plan**

The Council received the consultation document in relation to Torfaen Replacement Local Development Plan that had been deferred to Council in both February and March. As the deadline had been extended to April 30th it was unanimously agreed that a memo be sent out to all members asking for their views/opinions in relation to this item by the middle of April in order that a comprehensive response could be put together from the replies received and be approved at the April Council meeting (28th April).

RESOLVED: that a memo be sent to members as outlined above in respect of the Torfaen Replacement Local Development Plan and that responses be compiled to be placed as an item on the next Council meeting in April for approval.

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198. **Youth Festival**

The Council received an e-mail from Ms S. Volger, the Clerk's

counterpart in Bretten regarding holding a digital and online conference in relation to the Youth Conference/Festival this year. The Leader stated he would 100% agree with Ms Volger's request in relation to holding a Youth Conference virtually in 2021 by using the media that we are using tonight whether it be Zoom, Teams or whatever the preferred method is by the different countries. In answer to their question of when the Council would choose the youth, he stated that he did not think that mattered as obviously, if the young people were meeting in person, they would need to have all details prepared in relation to accommodation, risk assessments etc. When using media, he felt it would not matter if the Council gave the names of the people who take part the week before. He added that the Youth Project Worker, Ms O. Williams, would play a huge part in co-ordinating the Conference with the other Countries.

RESOLVED: that Ms. S. Volger be contacted to inform her that Pontypool Community Council have agreed with her request that the Youth Conference for 2021 is held virtually due to the current global pandemic.

199. **Reports/Minutes**

The Council received the minutes of the One Voice Wales Larger Council's meeting held on Thursday 11th February. Councillor N. Jones mentioned briefly that he assumed to see Pontypool Community Council listed under apologies and recognised that Councillor Killick takes on a lot of responsibility in relation to these meetings. Councillor Killick stated that on this occasion he had received no notification of the meeting, however he had ensured he had noted the date of the next meeting from the minutes and placed it in his diary. The Acting Clerk also confirmed she had not received any notification of the meeting.

RESOLVED: that the minutes of the One Voice Wales Larger Council's meeting be received and the information as outlined noted.

200. **EXCLUSION OF PRESS AND PUBLIC**

By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof

would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

201. **Full Council – 24th February 2021**

The Council received the full minute of 151 in relation to the Youth Project.

RESOLVED: that minute 151 be approved as a true record.

202. **Establishment minutes**

The Council received the minutes of the Establishment Committee held on the 3rd of March 2021.

RESOLVED: that the Establishment minutes be approved as a true record.

203. **Staffing**

The Chair of Establishment informed the meeting.

RESOLVED: that the information as outlined be noted.

Chair